

TWB Booster Meeting

Meeting Minutes Sept 8, 2014

I. **CALL TO ORDER** – 7:00 p.m. Tami Kraus called meeting to order

I. **Agenda**

a. **Approve previous meeting minutes** – Mary Saunders read the minutes from the May 2014 meeting and asked for approval.

Shelly Nickell made a motion to approve the minutes

Ann Darby seconded

Motion carried

b. **Cash Handling Procedures** – the Booster Club will be highlighting a new cash handling process/procedure. Wylie ISD has a policy prohibiting any Wylie ISD employee from handling money that is slated for the booster club. The new policy notes how money will be handled in concessions. The new procedure will be posted in the concession stands and Wylie East will be provided a copy of this new process.

At the end of the night the stand manager will verify and count the money and 2 people will sign off on the count/verification. The money will be placed in tamper evident bags and put into a secure area. Total receipts will be compared to the cash count. The money will then be counted by three additional people (treasurer and two others) to confirm.

c. **Treasurer's Report** – Noted that March-a-thon has generated \$17,582.00 for the band and from the walk \$1,791.00 was collected. WMI has collected \$1,950.00 with another \$1,300.00 not showing yet on the budget report. The band boosters are getting insurance (to cover the club) and the cost for the year will be \$565.00. The report does not show all figures but was up to date the day prior to the meeting.

Ann Darby made a motion to approve the Treasurer's Report

Jennifer Grieser seconded the motion

Motion carried

d. **Committee Updates**

i. **March-a-thon – (Margaret Boyd – Chair)** The kids will win prizes again this year for their efforts towards the March-a-thon for most money, longest distance, etc. Prizes will be handed out at the end of the month. The web site will keep the donation link in place to allow people to donate. The weather was good and the walk went well. Sponsors to the event included Kroger who donated 20 cases of water, Albertsons who donated fruit and RiverChase HOA who donated water as well.

ii. **Concessions – (Shelly Nickell – Chair)** Wylie East Band Booster Club is now shadowing the concessions team to learn process and procedures for working the concessions. The plan will be for Wylie East Band Boosters to take over the order fulfillment (for concessions) next year as the schools will trade management of this task yearly. Wylie HS Band Boosters has for school year

2014-15, Wylie East for 2015-16, and Wylie HS Band Boosters will have for 2016-17, etc...

The Wylie HS Concession team met with Wylie East over the summer on several occasions. This year the push will be to make processes/procedures the same for both booster clubs and ensure that we resolve expiry issues with food/products. There have been issues with rodents (over the summer) and new bins have been purchased to help with the problems. Signs on clipboards have been placed with information on proper procedures. This year the push will be to complete a full cleaning to prevent rodent issues over the summer.

iii. Fundraising – (Starr Brown Chair)

1. Orange Leaf is interested in sponsorship and would like to host a “Spirit Night” for TWB. TWB Booster Board agreed on 9/29 for “Spirit Night” and is in hopes this can be planned from 4 pm until store closes.
2. Mr. Dixon has approved a fundraiser (for the kids) at Christmas. The kids would sell cards and deliver them with prepared music. The kids working the event would receive 100% of the profit. Details need to be worked out.
3. A second fundraiser has been approved for “Band Aids”. The process would be similar to that used by the High School Seniors with the pink flamingos. The kids would sell the Band Aids which would include one large and five small band aids with TWB on them. The “rules” need to be developed and Starr is looking for volunteers to assist with the process. Wendy Gibbons agreed to help with defining the process.
4. The booster club is working to get sponsors. A Sponsorship letter/package has been developed and a database is being created to track who the letters/packets have been sent.

iv. Spirit Sales (Jill Koski - Chair)-Making one final apparel order. Spirit sales have been good this year with a net profit of \$9,500.00. Some section shirt orders are still being finalized. Dates to get the shirts/orders are dependent on approvals.

v. Pit –(David Feldman/Kenny Nickell – Co- Chairs) – Really good crew this year with 29/30 volunteers. Pit is providing meals to chaperones this year – but all chaperones need to sign up/pay fee for the meals.

vi. WMI (Wylie Marching Invitational) – (Nathalie Van Trier Chair)

1. We currently have 24 bands signed up for WMI with one Show Case band and our band performing but not competing. Request for volunteers to help with the event. Homecoming is scheduled for Monday, October 13th and on that Thursday (Oct 16th) a meeting will be set to review the various roles/responsibilities with the volunteers. An email will be sent out to Virdie Montgomery requesting the back parking lot be “cleaned up” and parked cars be removed prior to the event. A shuttle will be provided for parents attending the event which will shuttle the parents from Cooper and Draper to the event. Nathalie will find out about using Founders Park for overflow parking.
2. It is being stated that comedian Tom Dreeson will be performing the same night as WMI at the High School. Nathalie to confirm the performance information with Virdie Montgomery and try to work out parking details so not to overlap with parking for WMI. Please note it

will be mandatory for the kids to work the event and there are no service points given for this event.

e. New Business –

- i. Finance Committee (Kelly and Greg Alvey - Co-Chairs)** – Finance committee will meet to complete an audit of the Band Booster bank account. Volunteers needed to help with audit. Patti Bradley, Tom Grieser, Pat Campbell and Mary Saunders volunteered. Kelly to work to set time/date for audit.
- ii. Patti Bradley wanted to know when the retakes would be done and wanted an email when info was available.**
- iii. Cooper** – no report
- iv. McMillian – (Lisa Fitts)** – There were many parents at meet the teacher night at McMillian. The Band is working on the Play-a-Thon and have All Region and All City coming up. Currently McMillian has four band classes with approximately 200 children. The percussion section from McMillian will be attending the Dodd Reading session and providing cadences. McMillian will handle concessions for the Wylie HS game on 10/17 (Homecoming). Tami stated Cooper has agreed to handle concessions for 10/31 Senior night.

II. ADJOURNMENT - Meeting adjourned at 7:45 p.m.

Shelly Nickell made the motion was made to adjourn the meeting
Wendy Gibbons seconded
Motion carried

Signatures:

_Booster President_____

_Booster Secretary_____