

Ridge Point Band Boosters Monthly
Board Meeting - Band Hall
October 12, 2021 @ 6:30pm

MINUTES

Board Present:

President	Brenda Prezas
Vice President	Monica Ray
Treasurer	Kristen Belbin
Asst. Treasurer	vacant
Communications Director	Kristen Blomstrom
Secretary	Corrie Da Vera Cruz
Parliamentarian	Shanda Guillory-McClure
Member-At-Large	Seema Weinig- absent
Member-At-Large	Kevin Sareen

Board Not Available: Seema Weinig

Directors: Luis Saldaña

Other Attendees: Leslie Piwowar, Gretchen Rettighieri, Beatriz Elizondo, Gerald De Leon, Nikki Henderson, Melannie Boullion,

Call to Order (Prezas)

- Called meeting to order at 6:35 pm.
- Approval of minutes from September meeting. Shanda Guillory-McClure Motioned. Monica Ray Seconded. Minutes were approved.

BOARD REPORTS

Directors Report (Saldaña/Burson/Baños)—

- Lone Star Preview went well.
- All flags have arrived, and the prop vinyls are being shipped rush and will arrive in 3 days. Credit for changed order will be used to pay for rush shipping charge.
 - Late delivery caused by a couple of factors. First, timing of using District funds and only having one approved vendor; can start using District funds for upcoming school year no sooner than first week after July 4th Holiday. And second, the vendor has an employee shortage and equipment problems in one of their factories thus delaying all orders.
 - Next year recommend using booster funds and order in April. There are no vendor constraints if booster funds are used.

- Consider paying summer staff with district funds instead of booster funds.
- Use district funds for paying for next year's show in the winter / spring.
- Consider adding new vendors, however if an existing vendor misses the deadline to renew their bid, they cannot be an approved vendor for 5 years.
- Consider using other companies not specifically focused on marching bands.
- Reimbursement requests for the following:
 - Procter Woodworking (Props construction)
 - Casters (Qty 26) \$922.54 – may get refund for returned casters
 - Pipe Fittings and Fasteners reimbursement \$550.11
 - Pipe Threading Machine Rental \$160.00 (Board vote not needed)
 - Mr. Saldaña
 - Various Supplies (Incidentals budget) \$361.70 (Board approval not needed)
 - Various Supplies (Incidentals budget) \$130.57 (Board approval not needed)
 - Airfare for Mr. Edward “Beno” Morris (Audio engineer) \$307.12 (Board approval not needed)

President (Prezas)—

- E-Motions—Executive board members need to respond to E-motions in a timelier manner. Will send a text when email approval is required. Need all cell numbers of board members since not all are posted on website.
- Trunk-or-Treat—proposing Friday, October 29 after practice. Will set up a Sign-up Genius to go out in this weekend's newsletter. Plan for candy donations to be turned in by Tuesday, October 26.
- End of marching season/semester fun activity for students. Consider lock-in or other activity separate from the banquet. Past banquets have included lock-in afterwards. Mr. Saldaña would like to move to more traditional banquet/awards event in the Spring. Splitting the event is ideal. Perhaps on November 12 or 13 based on playoff game date. Need to determine what will be done for the party – at school vs. offsite location such as indoor trampoline
- Podium skirts, approx. \$300 each- would like to purchase. Will explore vendors and overall pricing with band logo
- Breast Cancer Awareness plumes for 2022 season? Approx. \$10/plume – consider adding to budget for next year

- Plans for trailer lift gate—end of marching season vs football season. Mr. Saldaña recommends moving forward after football season is over.
- Plans to possibly purchase smaller trailer in lieu of using box trucks next year. Analyze cost of renting versus buying. Also consider difficulty in getting rental trucks and drivers. Considering approximately 20' trailer that can be pulled by a pickup or SUV.
- Current vacancy: Assistant Treasurer; will begin this week to recruit for this position. Currently, Parliamentarian and President have been covering duties of the Assistant Treasurer. As a last resort, if a volunteer is not found, consider splitting the responsibility into two positions.
 - Per Bylaws, Article VII, Section 4-
 “Should a vacancy occur in any other office, the President shall have the power to forthwith fill the vacancy by appointment and the person appointed should assume the title and duties of said office for the remainder of the term in which the vacancy occurs. Such action shall be read into the minutes of the regular meeting.”

Vice President (Ray)—

- Pizza sales
 - Profit for 1st Block of sales
 - Total Sales \$20,183.50
 - Total Expenses \$9,832.00
 - Net Profit \$10,351.50
 - Note: profit budget for the ENTIRE YEAR is \$15K
 - Next block of sales to start December 3rd.
- Senior Night (November 5th)—event planning for Senior Pinning.
 - Need a volunteer to shadow this year and lead for next year. Will ask in newsletter.
 - Collecting bios for seniors
 - Rehearsal with students will be Nov 4th before the band rehearsal
 - Need total number of senior Band & Royals students so we can ensure there are enough pins
 - Consider putting pins on ribbons so they are not pinned to marching uniforms

Treasurers Report (Belbin) –

- Financial Reports for September 2021 completed & sent to the Board.
- Recap of Band/Guard fees due – still have a significant amount of overdue fees (over \$17K)

- Extension request filed by our CPA, Joanne Gore, since we were unable to provide proper documentation by September 15 deadline.
- Items needed from Mr. Saldaña:
 - Dance Sophisticates Invoice
 - Juan Ramon Ramirez - did he receive: Berp, Breathing Tube, Foundation Book, SM Microphone, and Snark Tuner? No
 - Jennifer Vega - not in JotForm. Grade/Section – no longer in band
 - Jason Red - not in JotForm. Grade/Section – Woodwinds, freshman
 - Jennifer Espinoza - not in JotForm. Grade/Section – no longer in band
 - Brandon Guzman - not in JotForm. Grade/Section – joined late – Guard, freshman
 - Keyanna Hamilton - not in JotForm. Grade/Section – joined late – Guard, sophomore
- **Check approvals/E motions To Ratify**
 - Passed on 8/17/21 - Houston Pizza Venture LP \$3,420 (Papa John's Pizza - Fundraiser)
 - Passed on 8/26/21 - Procter Custom Woodworking \$1,302.87 (Caster Wheels for Marching Band Props)
 - Passed on 9/13/21 - Seema Weinig \$1,908 (Overpaid band fees in error)
 - Passed on 8/26/21 - Dong Pham \$1,440 (Summer Band Sectional Coach)
 - Passed on 8/26/21 - Gabriella Rodriguez \$1,440 (Summer Band Sectional Coach)
 - Passed on 8/26/21 - Jonathan McClay \$1,440 (Summer Band Sectional Coach)
 - Passed on 8/26/21 - Brandon Benson \$1,440 (Summer Band Sectional Coach)
 - Passed on 9/14/21 - Dance Sophisticates Inc. \$5,985 (Color Guard Costumes for Fall 2021)
 - Passed on 9/14/21 - Leslie Piwowar \$4,447.40 (Game Day Band Meals & Supplies)
 - Passed on 9/9/14/21 - Markertek \$612.73 (Audio Equipment for Marching Band)
 - Passed on 9/13/21 - Rush Order Tees \$1,543.80 (Middle School Night T-Shirts)
 - Passed on 9/28/21 (Adjusted Amount) - Houston Pizza Venture LP \$3,812 (Papa John's Pizza - Fundraiser)
 - Passed on 9/20/21 - Leslie Piwowar \$1,233.33 (Game Day Band Meals & Supplies)

- Passed on 9/24/21 - Betty Yavar \$1,877.50 (Band Fan Shirts/Polo Shirts from Leonetti Graphics)
- Passed on 9/30/21 - BD Performing Arts \$1.025 (US Bands Entry Fee & Membership Fee)
- Passed on 9/30/21 - Morris Audio Consulting \$1,500 (Audio Engineering for Marching Band)

Motion to ratify 16 above e-motions: Shanda Guillory-McClure Motioned. Kristen B Seconded. The e-motions were ratified.

- New checks approved in meeting
 - Procter Woodworking (Props construction)
 - Casters (Qty 26) \$922.54 – may get refund for returned casters
 - Pipe Fittings and Fasteners reimbursement \$550.11

Motion for approval: Shanda Guillory-McClure Motioned. Kristen B Seconded. The checks were approved.

Communications Report (Blomstrom) – None

Parliamentarian (Guillory-McClure) –

- Review of Executive Board duties- please provide comments
 - Also consider Co-Treasurers and modernizing structure of board members & duties
 - Consider board members staying for a third term instead of 2 due to pandemic shutting most things down last year (2020) and to ensure continuity. Board will vote on this issue at next meeting.
- Suggestion: Band app to conduct some booster-related business/activities. Mr. Saldaña agreed and would like to consider using this over Remind since it is more user friendly and has more features. He voiced some concern over transition to new platform by students and parents.

Secretary (Da Vera Cruz) – None

Member-at-Large (Weinig/Sareen) – None

COMMITTEE REPORTS:

none

New Business

- Spirit flags created by Melannie Boullion for parents to use during game. Very nice! Will post photos in newsletter.

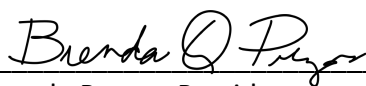
- Color guard parent (Retteghieri) would like to combine student fees paid for jazz pants and shoes to balance budget this year. No jazz pants were needed this year for marching season and shoes purchased cost more than what was budgeted through student fees. Treasurer (Belbin) agreed.

- Security concern for student safety & privacy raised (Elizondo).
 - Board discussion included
 - Consider purging social media accounts and newsletter email lists to include only current band members and their families.
 - Charms calendar and Remind are public and most users have easier access, thus is harder to monitor.
 - Remove Charms class code from website.

Adjournment

- Meeting adjourned at 8:07 pm.
- Next board meeting is set for November 2, 2021 at 6:30 pm.

Minutes typed by Corrie Da Vera Cruz



Brenda Prezas, President