

Minutes from RHS Band Boosters Monthly Meeting

January 17, 2023

Attendees: Sarah Thomas, Raj Kapur, Balika Haakanson, Jennifer C. and Bill (Bridget's parents), Tina Gourd, Hannah Mowry, Maya Pawlitschek, and one non-Board member

I. Booster Chair Opening Comments (Sarah)

- A. Confirmation from Maya that website contains disclaimer that RHS Band Booster Club is a parent-run organization and not a school activity per se.
- B. Request that any important emails for Sarah be sent to sathomas@seattleschools.org.

II. Director's Comments (Hannah)

Issue	Comment	Action Items (person responsible)
Request for funding to pay clinicians to work with students during the remainder of the year	Approval has already been given for Dan Smith to provide ~10 weekly 1-hour sessions (\$100 per session)	Treasurer will review finances based on projections for upcoming events and expected revenues and provide Ms. Mowry with a budget for clinicians (RK)
Conductor's podium has not been ordered yet	Funding was obtained from RHS Foundation	Ms. Mowry needs to identify storage space before ordering
Request to reimburse band director for pizza purchases for summer 2022 student organization of music library	Discussed and approved	Ms. Mowry will provide treasurer with receipt or other proof of purchase and treasurer will issue check (HM/RK)
Request to reimburse band director for percussion music purchases	Discussed and approved	Ms. Mowry will provide treasurer with receipt or other proof of purchase and treasurer will issue check (HM/RK)

III. Treasurer's Report (Raj)

A. Current Financial Status

1. Band Booster reserves are ~\$48,000, which is similar to balance one year ago.
2. This balance includes outstanding expenses yet to be paid for buses for 2022 Fall Band Camp (~\$1000) or recent drumhead purchases (ST to provide receipt) and outstanding revenues to be collected (Husky Band Clean-Up - ~\$9,000; ASB reimbursement for Fall MiniRetreat food and HUB rental (~\$600).
3. This balance does not include outstanding revenues from unpaid Lab Fees (see below).

B.

Issue	Comment	Action Items (person responsible)

Motion to replace PO Box with school address (e.g., RHS Band Boosters, c/o Hannah Mowry ...)	Discussed and approved	Cancel PO Box with Post Office and notify appropriate people of change (RK) - Will need to change website and address with Chase Bank
Motion to consider terminating QuickBooks online accounting software (\$392 annual fee)	Discussed and approved pending trial until remainder of existing payment period (ends December 2023)	Monitor utility of the software and terminate autopayment before end of year (RK)
Outstanding Lab Fees (only 53 students have paid to date; expected ~100)	Direct email from band director to delinquent students with reminder that scholarships are available if necessary	Ms. Mowry will provide treasurer with roster of students and treasurer will compile list of delinquent students (HM/RK) Ms. Mowry will send emails.
Selection of dates for 2023 Fall Band Camp (consideration of earlier options); Pack Forest has reserved Sept 8-10	Discussed potential need for more lead time before football games begin versus challenges with summer break camp	Ms. Mowry will find out about athletic schedule, but we will probably stick with the Sept 8-10 weekend (HM) Discuss again next month.

IV. Upcoming Events

Event	Comment	Action Items (person responsible)
Pep Band at Basketball Games on Saturday January 21, 2023 at RHS and Wednesday January 25, 2023	Chaperone to arrive 30 min early Ryan (ST's son) will have key to band and uniform room Attendance taken by drum leaders At end of performances, dirty uniforms in receptacle (see below), close and lock band and uniform rooms	Jan 21 chaperone (TG) – arrive 1PM Jan 25 chaperone (RK) – arrive 7 PM
Special Ed Basketball Game (Wednesday, February 1, 2023) at RHS	Pep band plus rising 8 th grade band students from Eckstein	Ms. Mowry to coordinate with Eckstein students
Elliott Bay Music Solo and Ensemble (Saturday, Feb 4, 2023 at Roosevelt High)	Band Director will collect payments from students and register participating students who are not already registered and have made payment through RHS Orchestra	Ms. Mowry to obtain registration fees (checks made out to RHS Band Boosters, Boosters will issue single check to cover all registrants, Ms Mowry will complete registration. (HM/RK)

	May be an opportunity to fund raise with concessions	Possible organization of bake sale (TBD)
Western Washington University Wind Festival (Saturday, March 4, 2023 at WWU)	Wind Ensemble and some percussion (61 students) Students will have to cover cost of buses and their meals	File Field Trip Form (ST) Order 2 First Student yellow buses (ST) Inform students to bring meals or cash for meals
April Fool's Concert (Monday, April 3, 2023) at RHS	Will need bake sale	Organization of Bake Sale (BH)
Hyack Parade and Spring Band Camp (May 27-28, 2023) in Vancouver with night at Camp Casey	Plan would be to leave early on 27 th , attend parade, possibly do some fun outdoor venue in Vancouver, return to WA and spend night at Camp Casey Any students with immigration issues could join group at Camp Casey Student fees to cover costs	Registration for Parade (HM) Buses – what are options for international travel (ST) Rental truck for instruments – what are options for international travel and who will drive (TBD) Camp Casey – availability and cost (TG) Costco run (TBD) Chaperones (TBD)
Spring Fling Concert (Thursday, June 22, 2023) at RHS		Organization of Bake Sale (BH)
Neighborhood Parade and Picnic (Saturday, June 24, 2023) around RHS neighborhood ending at commons	Will need detailed route and adult volunteers to help with hydration Plan to include cheerleaders (including rising 8 th graders) and invite rising 8 th graders to potluck picnic Adult booster meeting after event to recruit Opportunity to raise funds during parade	Get detailed route (ST) Obtain necessary permit (TBD) Arrange police escort (TBD) Organize potluck (TBD) Rent commons (TBD) Post fliers in neighborhood (band students) We need a budget estimate in order to approve
Graduation (Wednesday, June 28, 2023) at Memorial Stadium	Band will perform in dress black and led by Ms. Gero	Buses provided by school (ST) Chaperones (TBD) Water (TBD)

V. Uniforms

- A. Pep band jackets – Rennin's family will collect them this Thursday and wash and return for use at Saturday January 21, 2023 basketball games. Jennifer will put a receptacle in the uniform room for dirty uniforms.
- B. Sydney's uniform and Shakos – these need to be ordered. Jennifer agreed to take responsibility for this. Treasurer will need cost estimate and eventual invoice.

VI. Fundraising

- A. Swag – Jennifer to look into stickers

VII. 2023-24 Leadership Roles

- A. Band director to attend Eckstein Booster Meeting to recruit booster officers
- B. More direct appeals from band leader to parents