

Minutes

May 6, 2024

1. Welcome - Michelle
 - a. [April minutes](#) for approval -
 - i. approved
 - b. Attendance: Michelle (VM), Josh (VM), David Bleckman (communications), Melissa (VM), Nadine (VM), Kelly (VM), Rosanna (VM), Alexis (Hospitality), Kristi (VM), Heather (VM), Kim (VM), Tayler (secretary for CC). VM=voting member
 - i. Absent: Linh, Carolyn.
2. Director's Report– Gary –
 - a. TBC
3. [Amended Bylaws](#) Finalization & vote to approve - Nadine
 - a. For reference purposes, track changes version is [HERE](#)
 - i. clarified who is voting members: 4 officers, at large, chairs + committees
 1. min 3, max 15. Current 12: 7 for quorum. Next year 13: 7 for quorum
 2. 2 signatures on checks above \$500
 3. Audit – 2 people during summer (7/1-9/30), can hire an auditor
 4. Electronic voting
 - b. M: Motion, Melissa: Second. Amended bylaws Approved - !
 - c. in folder in google drive
 - d. [everyone: update contact info on google drive. If you're uncomfortable about it, msg Michelle.](#)
4. Slate of Officers for 2024-2025, vote to approve
 - a. President - Michelle Lee
 - b. Vice President - Nadine Block
 - c. Secretary - Tayler Kim
 - d. Treasurer - Khamille Neumann
 - e. Hospitality: Alexis abrams, Co-coordinator: Kelly (non voting)
 - f. Communications: David Bleckmann, (Josh leaving)
 - g. At Large: Rosanna Gill, Heather Randall, Carolyn Choi
 - h. Sponsorship: Melissa Nelson
 - i. Volunteer Coordinator: Carolyn will fill in until replacement found
 - j. Fundraising: maybe Kim but Melissa can fill until replacement found
 - k. Approved -!
 - l. New officers take effect July 1. vote in officers
5. Fundraising - Kim
 - a. Pastini- \$967.70 net. Debrief
 - i. Thank you for great communications (Josh :)!

- b. Burgerville Night, May 15, Awards Concert
 - i. Count all transactions for within a timeframe, not just for mentioning CHS Band
 - ii. send out communications about fundraising event
- 6. Treasury Report
 - a. Heather gave Choir \$175 cash from last week's concert. No square \$ came in. Everyone decided it's OK for choir to keep the cash.
 - b. Decided on no donation jar at Awards concert needed (will be asking for \$ next day for GR).
 - c. \$1000 for t-shirts?
 - d. Working out kids accounts in quickbooks w/ Camille.
 - i. How/when do the funds get allocated for kids trip? H: usually around Dec/Jan. Pay directly to tour company. If parents have already fully paid and kids have fundraising \$, does the tour company give a refund? Unknown.
 - ii. H: can get a fundraising balance to send so they know how much their kid fundraised > avoiding overpayment. Final payment due Jan 20, 2025.
 - iii. Excess \$ left over (kids not in band, didn't go on trips): \$ gets absorbed into general funds
 - e. District repairing 2 timpanis ~8k. G got a new xylophone from district. New Chimes. (Notes from last time)
 - f. June - budget conversation and vote before fiscal year ends
- 7. Gary's gift
 - a. J: Send out communications for donations after awards concert.
 - i. Deadline May 24.
- 8. Upcoming events/Volunteer Coordinator - Kristy
 - a. Kristy will write up a document of procedures for future replacement coordinator
 - b. Awards Concert
 - i. Kelly – Cake
 - ii. Kristi will send out sign up for 6 volunteers
 - c. end of year party : no (sign up genius) volunteers needed - maybe 1 adult supervise? maybe adult at ice cream machine – kids cannot get ice cream unless they pay for it themselves. Announce ahead of time to kids to bring \$2.50 if they want to buy ice cream.
 - i. \$2-tokens, \$3.25 soda + pizza. Decided not to add ice cream.
 - d. Grand Floral Parade:
 - i. videographers needed for parade: submit clip to disneyland. Heather will ask Mark.

1. Add the need to sign up genius for volunteers as a separate position from chaperones.
 - ii. Dragon boats on the same day of parade – possible conflicts?
 - iii. Parade starts 10am?
9. Recruiting for next year's board
 - a. Fundraising
 - b. Volunteer coordinator (CC will do this until a replacement is found)
 - c. At large seats. Heather and Carolyn would like to become members at large.(bylaws state up to 15 members of the Board)
 - d. Add Alexis to drive access
 - e. Need to find a uniform fitting chair and pie sales chair
 - i. Michelle to Confirm w/ Gary to do uniform fittings during playathon.
 - ii. M is talking to 2 parents about fittings
 - iii. Possibly 4 volunteers needed
 - iv. Playathon: after school > 10pm (need to exit school)
 - v. Hard to fill all volunteer slots at Playathon last year. Why? Don't like being monitors. Food spots go quick.
 - vi. Melissa out: 7:43pm
10. Adjourn: 7:59
11. August meeting: proposed 8/19/24

2024 meeting: June 3
