

<b>MEETING CALLED BY</b>	Greg Andelin
<b>TYPE OF MEETING</b>	Board of Directors Meeting
<b>NOTE TAKER</b>	Maura Clark
<b>ATTENDEES</b>	<p>Kelly Alford (arrived 6:36*)  Greg Andelin  Rae Andelin  Maura Clark  Angie Davis  Lisa Gibson (arrived 6:35*)  Stacy Hall  Tracy Hughes  Emily Jefferies  Emily Kidwell  Julie Lakomek  Becky Morgan  Amy Pratt (arrived 6:38*)  Joy Rust</p> <p>*Grand Parkrelated traffic issues and Meet the Teacher Night at schools</p> <p>Andrew Muth  Peter Lintzenich  Michael Rennaker</p> <p>Absent:  Angela Ku</p> <p>Open Meeting Boosters Attending:  Karen Alessandrini  Duane Musser  Laura and Leon Thompson</p>

**Officer's Reports:**

	<p><b>July 2022 Meeting Minutes:</b> Becky Morgan motioned to approve July 2022 Meeting Minutes; Tracy Hughes seconded. Unanimous approval by those who arrived before 6:35 of July 2022 Meeting Minutes.</p> <p><b>Treasurer's Report (6:37pm):</b> Income from community night, expenses out include payroll. Instruments purchased from instrument fund. Tracy Hughes motioned to approve the August 2022 Treasurer's report; Rae Andelin seconded. Unanimous approval of August 2022 Treasurer's report.</p>
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**Votes:**

	<p><b>Emergency email vote from July 14<sup>th</sup> for approval to purchase casters/wheels for \$1200 from the general fund.</b> Every member of the Westfield Band Booster Board of Directors responded by 2:02pm on 7/14 with a vote indicating approval. Unanimous approval of the purchase of the wheels at the higher cost of \$1200 from the general fund.</p> <p><b>Emergency email vote from August 23<sup>rd</sup> for approval to purchase \$2,000 of sound equipment from the savings account.</b> Specifically, purchasing the following items: Item #1 - A battery system and power inverter for the sound box. The requested amount is \$1,250. This equipment will allow us to power up the sound board once it is unloaded from the trailer and keep it powered on and connected during the entire circuit. This will allow us to set up mics and connect everything before we get to the power outlet on the field. Item #2 - This is a rental of a wireless signal system. One of our booster parents, Leon Thompson, has been able to secure us a deal to rent this item for less than half of the price of other quotes that we have received. The requested amount is \$750. This piece of equipment will allow us to choose the correct channels for all the wireless mics on the field and prevent us from choosing channels that will have interference from other groups, eliminating mic issues when we get to the field. All members of the WBB Board of Directors on August 23rd responded to the email by 4pm on 8/23 with a vote indicating approval. Unanimous approval of the purchase of the sound equipment for \$2,000 from the savings account.</p> <p><b>Motion to approve purchase of two tagging guns for uniforms - \$80 from Uniform Fund.</b> Becky Morgan motioned to approve the purchase of two tagging guns for \$80 from the Uniform Fund; Lisa Gibson seconded. Unanimous approval to purchase the two tagging guns for \$80 with funds from the Uniform Account.</p> <p><b>Motion to approve the purchase of two industrial strength fans for concessions - \$150 from Concessions Account.</b> Emily Jefferies motioned to approve the purchase of two industrial strength fans for concessions for \$150 from the Concessions Account; Stacy Hall seconded. Unanimous approval of the purchase of two industrial strength fans for concessions for \$150 from the Concessions Account.</p>
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**Motion to approve the purchase of two spare tires for the new box trailer - \$400 from Trailer Fund.** Rae Andelin motioned to approve the purchase of two spare tires for the new box trailer for \$400 from the Trailer Fund; and Emily Kidwell seconded. Unanimous approval to purchase two spare tires for the new box trailer for \$400 from the Trailer Fund.

**Motion to approve the purchase of pallet jack to help with loading trailers - \$400 from Trailer Fund.** Lisa Gibson motioned to approve the purchase of a pallet jack to help with loading the trailers for \$400 from the Trailer Fund; Emily Kidwell seconded. Unanimous approval to purchase pallet jack to help with loading trailers for \$400 from the Trailer Fund.

**Motion to approve the donation of the box trailer recently purchased by the WBBA to Westfield High School.** Joy Rust motioned to approve the donation of the recently purchased box trailer to WHS; Rae Andelin seconded. Unanimous approval to donate the recently purchased box trailer to Westfield High School.

**Motion to Adjourn:** Stacy Hall motioned to adjourn; Emily Kidwell seconded. Unanimous vote to adjourn.

#### Committee Reports:

**Festival of Champions Sponsorships: Greg and Andrew...**

\$50.00 to \$500.00. Requesting everyone approach 3 businesses. Email Greg with names and if told no. Goal with sponsorships to cover expenses (e.g., flight costs and hotels for judges) so tickets and concessions is all profit. Need info back by August 30<sup>th</sup>.

**Fundraising: Joy...**

Coffee info out next week.

Mattress Sale on 8/21. Students can get signs from work room to advertise mattress sale. Thanks to Emily Jefferies for great coordination to date, helpful to have the mattress guy at community night.

Still need someone to take on Citrus. Online, everything is direct ship to customers.

Will have info out from Evergreen for greenery for November.

Spirit Wear: Andrew...

Will be opening-up again.

Colts Games: Greg...

5 games

In 300 level stand (not noisebleed sections). Will be cooking food and selling alcohol. Need to fill volunteer spots, need 10 for each. Volunteer liquor license (costs \$18 and lasts 3 years) and Westfield hat. Need black pants/slacks (dockers, not spandex or joggers), belt and black shoes.

If volunteer, will guarantee everyone get \$25 donation or 1%, whichever is greater.

Dates on volunteer site.

Cashless.

**Events: Rae...**

Rock the Block

378 snow cones at \$2.00 each. With volunteering at local community event for donation (\$150), together made \$751.

Turn out higher than expected. Next year (2023) will also be Friday before school starts. Next year – booth space double in size, food court at north end with food vendors, probably will run Concessions.

Community Night

630 tickets sold ahead

\$4943 profit (triple from 2021)

Kids did great preselling tickets, offering ice cream reward worked.

Craft Show: Maura...

Crafter decisions out, crafter applications increased from 2021, payments are coming in.

Committee Planning meeting Thursday August 18

Season Concert Tickets: Maura...

Selling ahead and on the first Band and Choir concert ticketing page

Can exchange scan for season pass.

Ticketing for FOC: Andrew...

Keep same pricing as last year (adult \$7 and 5-18yo \$5).

Theater Ticketing: Andrew...

Draw up contract for \$1,000 to provide one year of accounting / banking services

Need separate banking account to keep funds different

**Operations: Emily...**

Everything is in the works

Meals and Snacks sign up is up

Chaperones are good

Decorations are complete

Need to complete volunteer health form if traveling with band

Medical Team has wish list for Riverview

**Social Media: Kelly...**

Will be working on the website

**Old/New Business:**

**DISCUSSION**

**Email from July 14<sup>th</sup> from Greg Andelin:** Unfortunately we just learned that the vendor (Menards) we ordered the castors (wheels) for the props will no longer be able to get them to us before September due to Manufacturing delays. We have found them in stock with another company that can ship them to us so that they will arrive next week (as long as we order by 4pm today) but they are slightly more expensive and we will need to pay for shipping (Fed-ex Ground). This additional expense will be \$1,200 dollars and will come out of the general fund. The good news is that I already have an approval for \$1,300 for a new popcorn machine to replace the one in the visitor concession stand that I no longer need (Andy Tebbe at the School has agreed to replace this). So we are really just allocating this money that was already approved to a new need. I am asking for a vote to approve the ordering of these casters (wheels).

**Parent Booster Liaison for Intermediate and Middle School Programs: Greg...** If you have a student at WIS or WMS, we are looking for a Booster Liaison to work with teachers at WIS and WMS. Would be helping band teachers with communications, volunteer sign up, general help. Will have Booster presence at all concerts. Helping streamline with what we are doing at WHS. If interested, contact Greg.

**Proposals for Purchases: Greg...**

- Approval for two tagging guns for uniforms - \$80 from Uniform fund. Useful for last minute repairs before competitions and concerts.
- Approval for two industrial strength fans for concessions - \$150 from Concessions Account.
- Approval for two spare tires for the new trailer - \$400 from Trailer Fund. Need spare tires to stay with trailer in case of emergencies.
- Approval for pallet jack to help with loading/unloading trailers - \$400 from Trailer Fund.

**Request to approve donating the box trailer recently purchased by the WBB to WHS: Greg...**

Need to donate the box trailer to WHS, and then WHS will be responsible for titling, plating/licensing, insurance, and maintenance. Under this agreement, WHS will allocate this box trailer to the Band and Guard Programs for their sole use. This is exactly how the semi-trailer purchase and donation was conducted. Since the box trailer is worth over 5,000, the donation needs to go to the Westfield Washington School Board for approval.

**Director's Report:**

**Muth Directors Report 8/8/2022:**

**Concert Bands:**

- Concert Band Forms are Due August 19th and will be going out the 1st day of school. Everyone needs to fill these out.
- Concert Band Fees are Due September 2nd
- Students do not need their instrument on the 1st day of school. Classes start Thursday, don't need instruments until Friday.
- All forms and materials are available now in the concert band google drive.

**Pep Band:**

- No new info

**Solo and Ensemble:**

- No new info

**Winds:**

- No new info

**Marching Band:**

- Thank you to everyone that made community night a huge success.
- Spirit Wear Orders are in, waiting on Rocks Crew orders.
- Please make sure your student is eating (and eating well) before practice and drinking lots of water.
- Please make sure your student is ALWAYS wearing sunscreen to practice.
- This is a reminder that students are responsible for providing lunch for themselves on all 8-5 band camps.
- The Festival of Champions is September 10th at WHS
- August 26<sup>th</sup> is first home football game. Will wear show shirts and shorts, and full props. Full uniform homecoming (last home game in Sept) and senior night (for marching band, last home game of the season).
- Show hair – above chin slicked back and over; if longer, ponytail with braid through center. No hoops, studs fine, prefer metallic colors. Can ask on case by case basis. Hornline / percussion black eyeliner and mascara. Similar to Winds if want more eye make up.
- Hornline lessons for Winds. Core or class period on Tues-Friday

**Promoting Positive Climate:**

3 Staff members have been offered contracts to work for Westfield and have said no  
Highest paid contractors / pay equivalent to Carmel and better than others in Hamilton Co  
Hornline and Percussion Staff offered positions; all turned down contracts based on negative hearsay about the program  
As Boosters, have responsibility to help grow the program

**Megan's Director's Report - Color Guard**

- Info
  - Olivia Carlstedt, our flag tech, recently accepted a full-time position at the intermediate school teaching 5<sup>th</sup> grade. We're very excited for her and are happy she found a full-time role within the Westfield district!

- If anyone is interested, she has an Amazon wishlist for her classroom: [https://www.amazon.com/hz/wishlist/ls/2RILIA8UYF0C3?ref\\_=wl\\_share&fbclid=IwAR2r4C0bRT-RmU8RGxMfJVv2xozxw9dCK6QRVf\\_D3GPJtaluDfWgEIKFv1ME](https://www.amazon.com/hz/wishlist/ls/2RILIA8UYF0C3?ref_=wl_share&fbclid=IwAR2r4C0bRT-RmU8RGxMfJVv2xozxw9dCK6QRVf_D3GPJtaluDfWgEIKFv1ME)
- Part 1 and Part 2 are almost completely choreographed, thanks to staff members Kevin and Glenn! We're super happy with where we are post-band camp.
  - Kevin and Glenn's contracts are being updated to reflect additional choreography responsibilities.
- Still deciding on makeup and finding a student who wants to record a makeup tutorial for younger members who may not be as familiar with the basics. Guard hair down, will involve braids with some guidelines.
- Guard flag in... color guard uniforms should be in soon.
- Some changes in choreo staffing (due to staff in grad school)

**Michael Rennaker – Percussion**

Marching Band:

• We have added yet another student to the percussion ensemble bringing our total up to 29 students. We are currently borrowing a vibraphone for them to use from Ben Davis for the duration of the season.

Indoor Percussion:

• Planning for the indoor percussion season is underway with a theme (the Count / vampire / percussion counting), source music, tarp design, and prop ideas all decided on or nearly decided on. We are hoping to have a more detailed outline/synopsis within a few weeks.

Private Lessons:

- I have received a few questions regarding private lessons and am putting together a lessons information packet for us to pass out at the start of school year so students and parents can see who/what lessons are available, pricing for lessons, and expectations for everyone involved.
- Michael will be at WHS all day on Fridays.
- We are planning to require private lessons for all marching band and/or indoor percussion students. However, we are able and willing to assist where needed for those who may not be able to afford weekly lessons. This may take the form of a lower pricing, less frequent lessons, or a combination thereof. This will be handled on a case by case basis between the instructor and the parent/guardian involved.
- \$25 per lesson / paid per semester or per month. Checks / venmo to teacher.

**Peter Lintzenich - Operations**

Props work days will be posted soon. Thanks for help so far.

New trailer in and will have work day to set that up in next week or so.

**Adjournment:**

<b>DISCUSSION</b>	<b>Next meeting: September 12th at 6:30pm</b> <b>Adjourn: 7:42pm.</b>
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