

Manzano Band Boosters

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Manzano Band Boosters Board Meeting Minutes

Date: May 20, 2021

Time: 6:00pm-7:30pm

Location: Google Meet

1. Call to Order: (David Shepherd) 6:08 pm

A. Attendance:

- i. Officers: Phil Perez, David Shepherd, Rachel DeBuck, Zane Miller, Sarah Feery, Marcia Duggar, Andrea Flores, Carolyn Del Castillo, Beth Kravczyk

2. Band Director: (Phil Perez) 6:09pm

A. 2021 Marching Show titled, "In the Grid".

B. Estimated 2021 band size: 80-90 students.

C. Season schedule released and posted to the band calendar on the website.

- i. No Covid requirements for band camp have been released at this time.
- ii. 2021 Football season schedule TBD.

D. Instrument check-out is June 24th, 8am-12pm.

E. Google Classroom has been created for students over the summer to work on music and marching.

F. Contact has been made with incoming Freshman, but always looking for more students.

G. Band practice field is getting field markings repainted prior to band camp.

H. Band App will be utilized by Mr. Perez to communicate with students in different groups. A separate parent group may be created around band camp.

3. Treasurer Reports (Rachel DeBuck) 6:15pm

A. General Fund Beginning Balance (4/10/2020): \$21,949.56

i. Deposits: \$0

ii. Payments: (\$1169.43)

iii. General Fund Ending Balance (5/13/2021): \$20,280.13

iv. Legacy Fund Beginning Balance (4/30/2021): \$11,626.88

v. Interest paid: 1.43

vi. Legacy Fund Ending Balance (4/30/2021): \$11,628.31

vii. Motion to accept financial report by David Shepherd, seconded by Daniel Dunlavy, approved by consensus

B. The 2021-2022 Budget was proposed and reviewed based on the 2020-2021 season.

- 1. Motion to accept budget by David Shepherd, seconded by Zane Miller, approved by consensus.
- 2. No budget meeting will be held in June as the Budget was approved.

C. Student fees for the season will be \$400 with scholarships available for those who apply and qualify.

D. Suggested financial letter to parents.

E. Fundraiser totals: ?

4. Secretary (Zane Miller) 6:27pm

A. Meeting minutes from May 2020, posted to the band website.

i. Motion to approve minutes by David Shepherd, seconded by Rachel DeBuck, approved by consensus.

B. Motion to accept approval for the purchase and use of Charms program. Although it was previously approved from the May 2020 meeting the program's trial period had expired and it has not been used in a year. It was decided to reconfirm the approval. Charms should be fully functional prior to band camp. Zane and Sarah will work to input data.

5. Old Business

A. No old business as last meeting was in May of 2020. See the minutes for that meeting.

6. New Business 6:34pm

- A. Nominations requested for the 2021-2022 Manzano Band Boosters Executive Board:
- i. **Due to Covid-19, the 2020-2021 Elected Officers have volunteered to continue holding their positions for the 2021-2022 year, but regular members can still be nominated for these positions. Other positions are also available. See below.**
 - ii. If you are interested in participating as an Elected Officer or an Appointed Officer of the Manzano Band Boosters during the 2021-2022 service year (July 1, 2021 - June 30, 2022), please email Zane Miller at zanemiller53@gmail.com. (head of the Nominating Committee), by Friday, June 11, 2020. If you are interested in shadowing officers to better prepare for volunteering this year or in future years, please let us know what position you want to volunteer for. You can either nominate yourself or suggest another booster regular member (i.e., band parent). All nominees must be willing to serve in the role for which they are nominated. [You can find a copy of the Bylaws describing the positions on the band's website.](#) We would like to have all nominations in place before the June 15th Manzano Band Boosters Board Meeting, so that we can hold elections then.
 - iii. Here are the positions available, with names next to those positions where people have already confirmed they would like to volunteer:
 1. Nominations for the 2021-2022 Board Positions (Zane Miller, head of Nominating Committee)
 - a. Executive Board Positions:
 - i. President: David Shepherd
 - ii. Vice-President: **VACANT**
 - iii. Treasurer: Rachel DeBuck
 - iv. Secretary: Zane Miller
 - b. Appointed Officer Positions:
 - i. Head Chaperone: Beth Luke
 - ii. Webmaster: Marcia Duggar
 - iii. Pit Crew Coordinator: **VACANT**
 - iv. Color Guard Advisor: **VACANT**
 - v. Director of Student Accounts: Sarah Feery
 - vi. Uniform Coordinator: Katy Lawrence
 - c. Committees:
 - i. Band Banquet Committee: **VACANT**
 - ii. Nominating Committee: Phil Perez, Zane Miller
 - iii. Pageant of Bands (POB) Representatives: Jen Herring and **VACANT**
 - iv. Winter Guard Festival Committee: **VACANT**
 - v. Spring Trip Coordinator: **VACANT**
- B. Buses and Ryder truck reservations
- i. Buses will be reserved once the football schedule is released and based on the number of band students.
 - ii. David still has a card on file with the Ryder truck company for 4 more rentals.
- C. Student Accounts (**Sarah Feery**)
- i. Charms will be primary for managing student accounts this year.
- D. Website (**Maria Duggar**)
- i. Updated and current as possible to this point.
 - ii. Volunteer positions will be made available in Charms.
- E. Pageant of Bands (**Jen Herring**)
- i. No date for POB. Possible update in July.
- F. Color Guard (**Andrea Flores**)
- i. 6-8 Students are currently planning to participate in the guard. Recruitment will continue over the summer.
 - ii. Uniform and equipment costs were approved in the budget.
 - iii. Inventory will be taken of equipment prior to band camp.
 - iv. Prop design is not finalized yet.
7. **Next Band Booster Meeting:** June 24, 2021 at 6:00pm. (Location Google Meets)
8. **Adjournment:** 7:09 PM