

# Manzano Band Boosters

PO Box 51824, Albuquerque, NM 87181

E-Mail: [mhsroyalguard@gmail.com](mailto:mhsroyalguard@gmail.com)

Web: <http://ManzanoHSMusic.org>



## Manzano Band Boosters Board Meeting Minutes

**Date:** July 15, 2021

**Time:** 6:00pm-7:30pm

**Location:** Google Meet

- 1. Call to Order: (David Shepherd) 6:04 pm**
  - A. Attendance:
    - i. Officers: Phil Perez, David Shepherd, Rachel DeBuck, Zane Miller, Sarah Feery, Marcia Duggar;
- 2. Band Director: (Phil Perez) 6:05pm**
  - A. First day of band camp with the leadership team was completed.
  - B. Covid Mask requirements per NMAA guidance and APS Fine Arts Director.
  - C. Band practice field markings repainting funding has been approved. Scheduling TBD.
  - D. Valencia Classic is scheduled for Oct 2. Calendar will be updated.
  - E. Marching MPA will occur. Date TBD. Mid Oct.
  - F. No Shirt Designs from Students.
  - G. Need 12" round balloons for breathing exercises donated by Wednesday.
- 3. Treasurer Reports (Rachel DeBuck) 6:12**
  - A. General Fund Beginning Balance:: \$16,635
  - B. Legacy Fund Beginning Balance:: \$11,626.88
  - C. Uniforms cleanings paid. More cleanings will be required for drum majors and missed uniforms.
  - D. Color Guard Flags purchased.
  - E. Band bond purchased for 2021.
  - F. Donations: 365.50
  - G. Car Donation: \$2969.00
  - H. Motion to accept financial report from June as of this meeting by David Shepherd, Zane Miller, Marcia Duggar, and approved by consensus
- 4. Vice-President (Jeanie Miller) Not in attendance**
  - A. Suggested Alumni Game. Will research options.
- 5. Secretary (Zane Miller) 6:23**
  - A. Meeting minutes from June 2021, posted to the band website.
    - i. Motion to approve minutes by David Shepherd, seconded by Sarah Feery, approved by consensus.
  - B. All required annual documents sent to APS.
- 6. Student Accounts (Sarah Feery) 6:26**
  - A. Created a Charms Guide for parents. Will be sending it out soon.
  - B. Barcode scanner worked on the phone/app. Also acquired one to test before the band purchased more.
  - C. Required student forms have been uploaded to Charms. In the process of making them digital.
  - D. Students can upload a headshot to charms when they register/update charms.
  - E. Motion to use Charms payment systems by Sarah. Approved by David, second by Rachel. Revisit next fiscal year.
- 7. Head Chaperone (Beth Luke) Not in attendance**
  - A. Beth passed key band camp volunteer and support requirements from past seasons.
  - B. Volunteers are always needed. Specifically truck driver, photographer, and chaperones.
  - C. APS will provide breakfast and lunch at 7:30am and 12:00pm.
  - D. Additional band provided Freshman/Sophomore lunch will be provided on Monday, July 19.
- 8. Uniforms (Sarah Feery)**
  - A. Sarah is now the Uniform POC.

B. Shoes sizes will be collected and students will be able to use Charms online store to purchase. Phil will coordinate scheduling with vendor.

**9. Website (Maria Duggar) 6:37**

- A. June meeting minutes posted to the band website.
- B. Update website with Charms link.
- C. Website will be updated with handbooks and required forms.

**10. Pageant of Bands (Jen Herring) Not in attendance**

- A. No Date yet.

**11. Color Guard Not in attendance**

- A. Uniform and equipment purchases approved inline with budget.

**12. Last Call Inputs/New Business**

- A. Not participating in the State Fair Parade.
- B. Show shirt: Mr. Del Castillo is a graphic designer and will put together a design. He could have a possible vendor. We also have a previous vendor. David will follow up.
- C. Security concerns for the virtual option of the Freshman/Sophomore meeting were presented. A chairperson will accept attendees to keep the meeting private.
- D. End of band camp party. Budgeted for \$400. Los Altos is not taking group reservations. The picnic will be at Bianchetti Park.

**13. Next Band Booster Meeting:** August 19, 2021 at 6:00pm  
Location: Manzano HS Band Room

**14. Adjournment:** 7:01pm