

**Clear Lake High School
Falcon Band Booster Club
General Meeting Minutes
May 22, 2023**

7:07 PM – Larry Rupp started meeting.

Officer Reports

Larry Rupp, President

Started the meeting talking about open board positions.

Rockathon: Larry included this in open board positions but Sam Draper said an incoming freshman parent, Alice McCoy, offered to lead it. She is an orchestra director at Seabrook and has done similar things there.

Game/contest meals: Another big position that is still unfilled is game/contest meals. Sam Draper mentioned there is another incoming freshman parent who expressed interest in it, but she cannot do the physical work herself but is willing to tackle the logistics (ordering, etc.). So, she would need a co-lead.

Regarding game meals, Sam asked for some feedback on them and getting back to more basic meals. Some students said they didn't like Pluckers. Sam suggested we stick with Dan's Pizza, Chick-Fil-a, and maybe Cane's though with Cane's the option for vegetarian meals is not there.

Band Banquet: We will also need a new banquet chair for next year but still need to work on looking at reserving a venue even without a chair because venues for May dates go quickly.

ButterBraids: Teresa Shurtz said Sam Houston was still willing to lead on this.

Community spirit (restaurant spirit nights), corporate donations, hydration coordinator, props lead, safety, and color guard liaison are all still open, too. Mr. Pearce said ideally there is a crew of 3-4 parents who can consistently be there for performances to help assemble the props after they're unloaded. The students can then push them onto the field. Jana Paul was going to talk to the color guard captain's mother to see if she was willing to serve as liaison. Jana is open to doing it herself if that mom cannot help.

Rebecca Garland, VP Communications

Rebecca said the last Band Buzz for the 2022-23 year will go out this coming weekend and she will work with Chris Hare on it so that transition is smooth. She did ask for people to get in submissions a little earlier since it will take more time to train him to take over.

	2022-23	2023-24
	Year-to-Date	Proposed
	19-May	Budget
INCOME		
Beginning Balance	\$20,159.11	\$12,500.00
Banquet Ticket Sales Income	\$5,024.00	\$5,000.00
Donations		
Corporate Donations and Grants Income	\$988.00	\$550.00
Grocery Gift Cards & Share Cards Income	\$89.45	\$0.00
Membership Income	\$4,160.00	\$4,100.00
Restaurant Night Income	\$0.00	\$0.00
Other Income (Amazon, Barnes & Noble)	\$450.25	\$100.00
Fundraisers		
Band Competition Income	\$13,947.50	\$13,900.00
Rock-a-thon Income	\$19,307.00	\$19,300.00
Butter Braids Income	\$2,618.00	\$2,500.00
Poinsettias Income	\$2,992.29	\$3,000.00
Mattress Sale Income	\$3,501.00	\$3,000.00
Crazy Socks Income	\$1,669.00	\$2,000.00
Big Rig Rental Income	\$0.00	
Bites at the Lake		\$3,000.00
Spirit Items Income	\$3,549.98	\$3,500.00
Summer BBQ Income	\$3,179.50	\$3,200.00
Marching and Guard Events		
Contest and Game Meals Income	\$18,801.00	\$18,600.00
Winter Guard Meals Income	\$0.00	\$500.00
Shako Covers Income	\$1,962.00	\$5,400.00
Uniform Income	\$17,146.00	\$33,050.00
Winter Guard Uniform Income	\$0.00	\$2,500.00
Pass Through		
Winter Guard Show T-shirt Income	\$0.00	\$500.00
Winter Guard Event Tickets Income	\$0.00	\$500.00
Activity Fee Income	\$44,736.41	\$48,000.00
Transfer From Savings	\$7,000.00	\$0.00
Sales Tax Income	\$372.33	\$350.00
TOTAL INCOME INC BEGINNING BALANCE	\$171,280.49	\$185,050.00

EXPENSES		
Administrative Expense	\$306.79	\$500.00
Banquet Expense	\$6,186.40	\$5,400.00
Chaperone Expense	\$84.36	\$100.00
Credit Card Fees	\$12.19	
Display Case Expense	\$0.00	
Hospitality Expense	\$372.61	\$400.00
Postage Expense	\$222.00	\$225.00
Safety Supplies Expense	\$47.54	\$100.00

Jeanine Rainer, Secretary

Minutes from the April meeting have been sent out with the last few Band Buzz links. There were no questions or comments on the minutes.

Jeanine will get with incoming secretary, Lisa Stiles, over the summer to pass off the binder.

Joy King, Treasurer

1. **Audit Committee:** Sam Draper was going to check with Anthea Guest and see if she wanted to do it again. If so, Jana Paul and Sam Draper would fill out the other two positions on the audit committee.
2. **Tax-Free Days:** It was decided that the tax-free days would be when marching uniforms (the custom tops and shako covers) and spirit wear would be distributed. Spirit wear sold on E-Night would pay taxes, but orders would be held to distribute with uniforms so that we can take advantage of the tax-free day. The other tax-free day will be poinsettia delivery at the winter concert.
3. **Bank change:** Joy looked into changing to a bank that accepts Zelle without fees. She said her research showed Frost Bank was probably the best option. They do not count electronic transactions in the transactions limits before fees imposed and otherwise allow 200 transactions (so 200 separate checks, for example) before they start charging a fee. They require a minimum balance of \$1,500, which should not be a problem.

She said Frost does require that the minutes reflect that the FBBC chooses Frost for its banking with the following people authorized to sign checks:

President: Larry Rupp

Treasurer: Joy King

1st Vice-President: Chris Hare

Larry made a motion to move funds to FROST BANK with the above referenced signers.

Rebecca Garland seconded the motion, and the membership approved the move.

4. **Financial Reports:** Joy provided a list of budget amendments to clean up the budget at the end of the year. (It is attached.)

She did point out that she had to transfer money to savings because we had to put a 50% deposit this year for uniforms that will be part of next year's income and budget. This is likely to be what they will have to do every year so when students pay for their uniforms next fiscal year, half of that will go to pay the remaining balance and then half of it will be in reserve to pay the following year's deposit. So essentially the pattern will be that those deposit amounts will always be in the spring ahead of the fiscal year where students are actually paying for the items.

Also, Larry K. said the tractor needs tires, inspection, and an oil change that is estimated to be about \$4,000. So that additional \$4,000 plus the \$12,000 uniform deposit is why she transferred ~ \$16,000 from the savings into the checking account.

FBBC Checking

Beginning Balance:	\$28,351.94
Income:	\$5072.76
Expenses:	\$10,161.88
Available on hand as of 05/22/23:	\$23,262.82

FBBC Savings

Beginning Balance:	\$26,229.55
Income:	\$5.39
Expenses:	\$0
Samuel McBurnett fund (in CDs)	\$5,594.83
Available on hand as of 05/22/23:	\$31,829.77

Joy also presented information about next year’s band costs. The breakdowns are included with the attached financial reports. The first breakdown is by item and so members whose items are different (sousaphone, pit, guard) have different costs based on what they need. The second breakdown is simpler, where the total cost is averaged over the entire band. A show of hands showed those in attendance overwhelmingly favored the band fee breakdown where everyone paid the same amount. Sam Draper also commented that we ordered extra uniform parts , particularly shako covers, last year and we did not need to order that many. Mr. Pearce is going to see if they can cheaply run one or two uniform items and, if so, just order very few extras because if we then need to go back and request more, the cost won’t be prohibitive.

Joy made a motion to approve the amendments and Sam Draper seconded the motion. The FBBC membership approved the budget amendments.

5. **2023-24 Budget:** Attached is also the proposed budget for 2023-24. Joy read each line item. When discussing the band banquet budget, Jeanine Rainer asked about why the senior gift and drum major plaques and whistles are part of the band banquet. Traditionally, they are given at the banquet, but Jeanine pointed out that the board member in charge of banquet has no control over those costs and they get lost in the traditional costs of the banquet (venue, food, decorations, band council superlatives gifts, etc.) Membership agreed to make those separate line items in the budget.

Jeanine Rainer made the motion to accept next year’s budget. Rebecca Garland seconded the motion, and the proposed budget was approved.

Committee Reports

Band Banquet: Joy said she made a mistake and miscalculated the number of people so consequently we didn't order enough food and that was the delay since we they had to bring more. Chrystal Limon cannot lead the banquet next year but is happy to help whoever does it next year.

In terms of lessons learned, Larry mentioned we probably need more servers. Joy said had they had the correct number of meals, they would have brought more servers. Larry mentioned asking for parent volunteers, but Chrystal pointed out that last year we relied on volunteers and still did not have enough. (Jeanine Rainer said that has also been the case at previous banquets with a lack of parent volunteers.)

Tentative date for next year's banquet is May 11, 2024 (or maybe May 10th).

E-Night: Joy will get people together over the summer to talk about logistics.

U.S. Bands, September 30th competition: Sam Draper said she spoke with Mr. Troyer to ask him if he can emcee again. He says he will as long as it does not conflict with his daughter's competition. The CLHS classes, as a fundraiser, will take care of pre-packaged meals for bands that want to order through them. They will also cover concessions. Sam said she negotiated a 25% cut of concessions since we have to pay for security and custodians. She also said that a cut is possible for the meal packages, too, but last year they did not make much and we don't want to cut too much into their profits so we will wait and see how that plays out.

Rockathon: There was some confusion because the football team has a scrimmage that night in Galveston, but the band is not going to that. Mr. Pearce updated the band calendar to clear up the confusion.

Director's Comments

"No further comment." 🙄

8:36 PM - meeting adjourned