

FSK INSTRUMENTAL MUSIC BOOSTERS, INC.

Secretary's Report – April 13, 2026

This meeting was conducted in person in the band room. These minutes are available in Google Drive in the folder "Secretary Reports/2025-2026" and at <https://fskband.com>.

Call to Order: 6:40 p.m.

Present: Danielle Weeks, Lisa Gantt, Shawna Sherrell, Vilve Ladon, Tara Wetherell, Patti Moran-Lewis, Laura Reifsnider, Pat Mahon, Rob Caswell, Ros Caswell, Jackie Grooms, Tina Mahon, Jaime Ridgley, Stacy Picarella, Michele Brown, Bill Duffy

Secretary's Report: Read; Pat made a motion to approve, Michele seconded, all approved

Treasurer's Report: Read; Pat made a motion to approve, Michele seconded, all approved

Financial Secretary's Report: Not available

School Administrator's Report: Mrs. Warner said students would receive their Quarter 3 report cards on Thursday, April 16. All incoming 9th grade students are eligible for marching band, but current 9th – 11th grade students' Quarter 4 grades will determine their eligibility to participate. Ms. Warner was not in attendance and Mr. Duffy presented her report to the Boosters on her behalf.

Director's Report:

- Mr. Duffy said the spring concert is on May 7 at 7 p.m., with students reporting at 6:30 p.m.
- Mr. Duffy reported that the band will perform at graduation on June 2 at 3 p.m. Most likely the performers will be the band, honors wind ensemble and honors orchestra, with some freshmen possibly participating since so many seniors are graduating. Students will need to find transportation to the school on this asynchronous learning day and then they will ride a bus to graduation event. If a student is a sibling of a graduating senior, Mr. Duffy gives them the choice of performing or being an event spectator.
- Mr. Duffy has handed out and emailed banquet forms for the May 20 event. He explained the end-of-year celebration and asked for individuals to submit photos for the slideshow, especially photos other than marching band. He said he would email out the Google link to submit photos. A \$20 fee per person is being charged for banquet attendees to help offset the food cost.
- Mr. Duffy asked to be paid back the monies he took out of his budget earlier in the school year now that the Boosters have the Bingo proceeds. Laura made a

motion to pay back the outstanding debt to Mr. Duffy and Michele seconded the motion. All approved.

- Mr. Duffy shared three scenarios pertaining to the future of the Boosters: 1. Boosters dissolve due to lack of parent participation; 2. Possibility of merging Instrumental Boosters with Choral & Drama Boosters. Mr. Duffy spoke to Ms. Eiwien and she was open to discussing this option, but Mr. Duffy was concerned about logistics since the marching band program is costly; 3. More parent participation would allow the Boosters to operate and thrive. Mr. Duffy said if parental involvement continued as it had for this meeting that he would prefer to keep the Boosters separate.

Marching Band Director's Report: Not present

Committee Reports:

- Fundraising Committee
 - Eagle Cards: Discussion of marking them down to \$5 since they expire in August. Pat made a motion for the mark down, Michele seconded the motion, all approved. It was suggested the discounted cards be sold at the upcoming concert.
 - Bingo Recap: Bingo raised a total of \$14,596.91. An estimated 250 – 275 guests attended the event. Michele recommended online and at-the-door sales only for the 2027 event. Jackie suggested trying to obtain more sponsors from Westminster. Jaime shared high level results of the fundraising survey given to all Bingo participants. The group agreed to keep the Bingo on the third Saturday in March, with the 2027 event being hosted on March 27, 2027.
 - Restaurant Fundraising Nights: Papa Joe's and Outback have agreed to host fundraiser evenings for the Boosters, but dates need to be selected.

Old Business:

- Michele and Shawna have volunteered to review scholarship essays. Mr. Duffy said they are due from the students on May 8. Tina asked if they could be scored 'blind' (without students' names on them) and Mr. Duffy agreed.
- Jaime continues to look for potential grants for the Boosters.
- No further discussion on possible ice cream social meet-and-greet for middle school/new member parents
- Banquet has been scheduled for May 20 at Union Bridge Fire Hall
- Spring training dates have been scheduled
- Holding on possibility of merging with Choral & Drama Boosters

- Other payment options: Mr. Duffy will look into the feasibility of using a Google phone number to accept digital payments for use at music concerts and other events. The possibility of using Zelle and Apple Pay were also suggested as digital payment platforms to use.
- The Personal Property Return was filed on Tuesday, April 14.

New Business

- Discuss May 20 Banquet
 - Contract with fire hall has been signed. Because it was well received, the menu will be the same as last year
 - Senior trophies – Mr. Duffy is currently reviewing
 - Favors & decorations – Tina will talk to Meredith Mahon about making cookies as favors
 - Slideshow – MacKenzie Mahon is creating and Mr. Duffy will send out link so that individuals can submit photos
 - Gift cards for exec board marching band staff from Boosters – This will not be done
- Spring Band Concert on May 7 – SignUp Genius – Mr. Duffy suggested using the old one and asking Niki to change the date on it so it can be sent out.
- Discuss selling flowers at concerts – Patti is looking into flowers, and Mr. Duffy will ask flower design class to contribute
- Memorial Day – Parade in Taneytown – Still taking place, details to come
- Nominating Committee/Officer Nominations – Mr. Duffy explained the Booster officer roles and responsibilities. He shared that two parents had been nominated for and accepted officer positions (Jackie accepted treasurer nomination and Jaime accepted secretary nomination). Laura and Patti volunteered for president and vice president roles. Officers will get voted on at May Booster meeting.
- Audit Committee Volunteers – Michele and Pat volunteered, but Mr. Duffy thinks Booster president has to participate, so Tina may have to be involved. Mr. Duffy will check.
- Trailer Tag Renewal on even-numbered years – Mr. Duffy said the cost is \$110. Pat made a motion for the payment and Michele seconded the motion. All approved.

Fundraisers:

- Spirit Wear – Ink Splash – Spring fundraising. Tina will reach out to Tim and Niki

- Discussion of other fundraising events – Mr. Duffy said that the Boosters need another moderately successful fundraiser to help with costs. Patti shared that her relative organizes bingo events at a local fire hall and thinks she would be willing to discuss the best ways to make money for bingo. If Boosters had event off-site, there would be a cost involved to rent the hall but could rent space to vendors at \$100 each to cover hall rental fee. Michele stated that pull tabs make a lot of money and would be allowed at an off-site location, as would a cash bingo. Patti explained that the pull tabs and bingo cards would be provided by the fire hall. The Boosters need a breakdown of what makes the group money at our bingo; if we went off-site, we would not have food sales (fire company makes the food).
- Rob and Jackie suggested pairing with another organization's bingo. Jackie shared that FSK cheer paired up with Local Homestead for bingo and made a few thousand dollars through raffles and bake sale, without having the hassle or worry of hosting bingo or obtaining bingo bags/filler.

Next Meeting: Monday, May 4 at 6:30 p.m. in the band room

Good of the Organization:

Adjournment: 8:05 p.m.