

FSK INSTRUMENTAL MUSIC BOOSTERS, INC.

Secretary's Report - Minutes for meeting: July 1, 2024

This meeting was conducted in-person, in the office conference room. These minutes are available in Google Drive in the folder "Secretary Reports/2024-2025".

Call to Order: 6:31 pm

Present: Tim & Niki Benner, Bill Duffy, Tom Coe, Trisha Jensen, Tina & Pat Mahon, Hilary Warner, Joanie Mayle

Secretary's Report: Read, Tim made a motion to approve, Tina seconded, all approved.

Treasurer's Report: Report not available, however bank deposits were discussed.

School Administrator's Report:

- Mrs. Warner let us know that Back to School Night for 9th graders will be in August. The Boosters will be able to have a table for sign-up's, Eagle Card sales, fundraiser flyers, etc. To try to recruit middle schoolers to the band program, she suggested that future dual enrollment students (on the days they don't have class) may be able to visit the middle school and work with band students.

Director's Report:

- Mr. Duffy has not emailed the Pigeon Forge trip information to parents yet as he's waiting for Mr. Kirby to present it to the marching band students first.
- Mr. Duffy will not be at the August booster meeting.

Committee Reports:

- Fundraising Committee
 - Tim stated that restaurant fundraisers will start up after school begins.
 - Because of some mixups last year with the Eagle Cards, Tim stated that we will be requiring an authorized signature from each business that wishes to be on the card.
 - Bingo: Michele is starting to purchase handbags and such. She requested that the Boosters provide her with \$1,000.00 at a time to make these purchases so she's not using her own credit card. Joanie made a motion to do so, Tim made a motion to approve, Tina seconded, all approved.
 - Fall craft show: Thirty vendors have paid for their spots. The goal is to have 75 vendors. Joanie gave a spot to Stonehouse Cakery & Cafe because they help us so much with our bingo events. Joanie is anticipating having "easy food" such as hot dogs because we will not have the use of the school's kitchen. Mrs. Warner

suggested reaching out to food trucks and Trisha suggested Chik-Fil-A sandwiches.

Old Business:

- The Audit Committee (Trish, Shaun and Pat) met on June 30, 2024.
- Tim will assist Pat with scheduling marching band portraits with Pictures-R-Us.
- Uniform Cleaning: Mr. Duffy reached out to area high schools about who they use for uniform cleaning. He heard from two: Century (uses a company in Baltimore) and Westminster's are machine washable. Tim contacted Avenue Tailor in Westminster and the owner is happy to help us. It will cost \$18-\$22 per uniform to be cleaned and the owner will make repairs to some minor uniform damage as well. We will be saving money by using Avenue Tailor and we will need to transport the uniforms back and forth. The owner stated that uniforms will be ready by August 9, picture day.
- Shrimp Feed: Tom Coe offered to ask New Windsor Fire Hall if we would be able to hold this event there on Saturday, October 12.

New Business:

- A vote was held to add the Financial Secretary position to the by-laws. Pat posed the question, Niki made a motion to approve, Joanie seconded and all approved.
- Marching Band registration forms will be distributed to students soon. The form, along with the permission to video/photograph form, will need to be updated with a social media form as well (Mr. Duffy and Mrs. Warner suggested this). Mr. Duffy will take care of the forms.
- School newsletter: Mrs. Romeo will reach out to Bill requesting information such as competition dates, fundraisers, officers, etc., to be added to the Back to School Newsletter.
- Insurance renewal payment is due in September.
- Someone will meet with Maryland Print House this month to discuss the fall spirit wear fundraiser.
- Color Guard Camp will be on Saturday, July 27. Band Camp dates are July 29 - August 2 and August 5 - 9 (Monday - Friday).
- Marching band fees (\$150 per student) and show shirt design are due at the end of the first week of band camp. Uniform measurements will take place then as well.
- Niki will create SignUpGeniuses for band camp, football games and competitions.
- Niki said that she would be meeting with Mr. Kirby and Mr. Workman to discuss show design. Once field props are determined, that information will be shared. Tom and Harold (Joanie's husband) offered to help build props.

Fundraisers:

- Current: Eagle Cards
- Pending: Spirit wear (late August/early September), Shrimp Feed (October 2024), Fall Craft Fair (November 9, 2024), Bingo (March 29, 2025)

Next Meeting: Monday, August 5 at 6:30 pm in the band room.

Good of the Organization:

Adjournment: 7:06 pm

Meeting Dates for 2024 - 2025

7/1/2024	8/5/2024	9/9/2024	10/7/2024	11/4/2024	12/2/2024
1/6/2025	2/3/2025	3/3/2025	4/7/2025	5/5/2025	6/2/2025