

Whitford Band Booster Club

4/21/2025 6:00-7:00 PM

Whitford Band Room

Call to Order

The meeting was called to order at 6:03pm by Cynthia Bradach.

Attendees

Board Members in Attendance: Cynthia Bradach, Meera Coilparampil, Kitty Leelaamornvichet, Chris Eide

Other Members in Attendance: Jesse Natividad, Bob McGaughey, Natalie Ochs, Jeff Mac Laughlan

Approval of Minutes

Motion to approve minutes from the 3/17/2025 meeting was made by Cynthia, seconded by Kitty. Motion passes. Meera also suggests that for future minutes we include an "Action Items" section summarizing key things that require follow up before the next meeting. Bob also catches that previous meeting minutes indicated a plan for hybrid in-person/Zoom meeting this week, though current meeting ended up only being in person.

Treasurer Update

- a. Report submitted. \$6,756.41 is the current balance in our Booster Club account.
- b. Deposits since last month:
 - i. \$22.76 and \$74.63 from Dine-Out events (total: \$97.39)
 - ii. \$325 from Bottle Drop
 - iii. \$52.12 from Boostr
 - iv. \$100 in donation by check
- c. Withdrawals since last month:
 - i. No withdrawals
 - ii. Pending expense: \$4,699.99 for the new sousaphone and \$199.99 for the case (total: \$4899.98). Meera charged this purchase to her card and will seek reimbursement form Booster Club balance.

Band Director Update

- a. Recent band festivals all went really well:
 - i. Southridge High School festival: 8th grade band received a "Superior" rating from judges – the highest possible rating and first time in Jesse's tenure at Whitford!
 - ii. Liberty High School festival: 8th grade band received an "Excellent" rating and placed 1st among all bands that participated in the competition. 😊
 - iii. University of Portland festival: Jazz band played and represented school well.
 - iv. BSD 6th grade honor band: Nine students from Whitford participated and did great, learning and performing a concert's worth of music in a single day event.
- b. Upcoming events:
 - i. April 26th: Jazz and Desserts event at Southridge High School. Middle school jazz bands from Whitford and Conestoga will be performing along with Southridge Jazz Band. Jesse will share more details regarding time, etc. this week as they become available.
 - ii. May 10th: St. Johns Parade. 7th and 8th graders will be marching. Timing and details to follow.
 - iii. May 31st: Potential jazz band performance at Beaverton Farmers Market
 - iv. June 5th: Final concert featuring all bands (Beginning, 7th, 8th, and Jazz) in Whitford Gym.

- c. Social media: Jesse will try and post at least twice a week to the Whitford Band Instagram account. He is open to ideas from parents and the club. With respect to pictures, Cynthia mentions that from her past conversations with the assistant principal, she has been told as long as it is a group photo and not just a specific child, and no student names are listed, it should be okay to post.
- d. Whitford's school-wide newsletter: Each month, Kristine Allen from the school office solicits updates from teachers to include in the school newsletter. Jesse has not had bandwidth to provide these, and asked whether the Booster Club could assist with providing Kristine with a blurb to the school newsletter so other parents know about the cool things the band program has been up to.

Fundraising Updates

- a. Dine out for Dollars: Donation amounts from the most recent two Dine-Out fundraiser events (April 9th at Burgerville and April 19th at Panda Express) are still pending. Current upcoming dates for Dine-out fundraisers include:
 - i. Red Robin (at Washington Square): April 24th
 - ii. Panera (at Washington Square): May 3rd and May 17th
 - iii. Panda Express (on Nimbus): May 31st
 - iv. Burgerville (at Allen & Scholls Ferry): Currently scheduled for June 5th. However, since this coincides with the night of the concert, Natalie will look into possible flexibility date-wise for this event.
- b. Bottle Drop: The current balance in the BottleDrop account is \$341.42. Many more bags will be turned in this week, between Kitty and Jeff. The total number of bags collected during the April 19th collection event was 64! Bottle Drop's 20% match donation should be added to the account by May 19th.

Other Business

- a. St. Johns Parade: Jesse says that remaining needs include:
 - i. Lots of water and snacks for students. Jesse has paid for these himself in the past, but Kitty suggests Booster Club should help cover these costs, to which others agree. Plan is to get 5 cases of water bottles from Costco (~150 bottles), along with individually packaged rice krispie and fruit snacks (enough for at least 100 students to have one each). Jesse has squirt water bottles from last year and will pre-fill these, which can be refilled along the parade route.
 - ii. Wagons for carrying water supplies along the route. Jesse and Kitty each currently have one, and Meera will look on her Buy Nothing group to secure a third.
- b. Corporate resolution: Cynthia has the corporate resolution form signed and dated by all four current Board members: Cynthia, Chris, Meera, and Kitty. Cynthia will take this to the bank to complete the update.
- c. Address change: Cynthia has filed registration for our new address to be at the school. Still awaiting final updated documents. Mailbox in the school office will be checked after this meeting.
- d. End-of-the-year celebration: Jesse thinks it may be hard to have something with all parents and students due to size and venue availability at this point. To provide structure and still have a good time, he will talk to students in advance about the event format and activities. Current plan is to:
 - i. Host a shorter celebration event (~1 hour) for students in the evening. Meera has some supplies from last year we can reuse.
 - ii. Tentative plan for food will be to provide ice cream rather than pizza. Water could be served in cups rather than bottles.
 - iii. Tables could again be equipped with various board and card games. One table with large paper sign students can sign to thank Mr. Natividad.
 - iv. Kitty will resurrect the photo booth from last year. Will look into possible purchase of stand from which to hang backdrop.
 - v. Kitty will also assemble a slideshow for looped playback on the projection screen.

- vi. Order of events might be something like:
 1. Gathering in groups with friends to talk, play board games, and sign poster
 2. Jazz band performing a song or two for their peers
 3. Ice cream; returning to tables to chat for a bit and eat
 4. Mr. Natividad presents awards to students
 5. Parent pick up
- vii. Cynthia suggests a possible band class picture printout that each student could have to take around and get signed by their friends.
- viii. Planned date/time: Friday, June 6th from 7pm-8pm in Whitford cafeteria.
- e. Digital binder of booster club information: To begin to preserve continuity of protocols, routine tasks, etc., Cynthia will start a working, shared document or folder to begin to collate info for new and future members. As part of this process, will need details for all members about responsibilities and how they perform them. Also will need to catalogue other digital assets like login credentials and passwords for accounts used by the club.
- f. Southridge High School Booster Club: Jeff's friend is treasurer for the Southridge Booster Club, and she has told him they are looking for new volunteers. Their website has info for signing up and getting involved: <https://www.simde.org/>
- g. Reeds through the end of the year: Jesse asked if the Booster Club can help cover the cost of replacement reeds for students through the end of the school year. Cynthia moves to approve use of the \$150 that was going to be reimbursed to the Booster Club by the school for advance coverage of band festival fees to instead be used to purchase reeds for students. Meera seconds. Motion passes.
- h. Kudos and recognition: Meera handled the sousaphone purchase beautifully, shrewdly recommending trying to go through a "district contact". Bob and his son did an incredible job collecting cans and bottles in their neighborhood for the Earth Week event. Natalie has helped coordinate so many dine-out events, reaching out to different restaurants to help bring in funds. Chris's minutes and newsletter blurbs have been helpful, thorough, and appreciated. Kitty shows up to everything even when her student is not there, chaperoning and photographing and sharing those photos with other parents. Jeff always "brings the vibes" with energy, humor, and willingness to help. Jesse is loved by his many students, who recognize him as a great and often favorite teacher. And a shout out to Cynthia for stepping up and helping lead the club and galvanize support as we finish this year! A great team 😊
- i. Pushing recruitment: Given the critical need to bring in new members prior to next year, will push part of our newsletter blurb over the next few weeks letting people know of the positions (board members and members-at-large. Cynthia will present an appeal to parents during the final band concert. Elections for positions will be held during a special online Zoom meeting on Monday, June 9th. Details TBD.

Action items:

Task	Member(s) following up
Reimbursement for charge of sousaphone purchase	Meera
Share suggestions/ideas for band social media posts with Jesse	All members
Provide Whitford office with band update for school-wide newsletter each month	Chris
Inquire about possible flexibility to reschedule June 5th Burgerville Dine-Out night, given overlap with band concert time	Natalie
Returning remaining Bottle Drop bags from collection event during Earth Week	Kitty, Jeff
Purchasing 5 cases of water bottles (~150 bottles) and at least 100 individually packaged Rice Krispie treats and fruit snacks for St. Johns Parade	Delegated among board members

Securing an additional pull wagon cart for water bottles during parade route	Meera
Provide bank with signed corporate resolution form to add Cynthia as a signer	Cynthia
Look into getting a frame for photo booth backdrop; begin assembly of photo slideshow for celebration event	Kitty
Create start of a working draft of Booster Club info digital binder	Initially Cynthia, then other members
Include section of need for position recruitment in coming newsletters	Chris

Next Meeting

The next booster club meeting will be held in-person at the Whitford Band Room on **Monday, May 19th at 6pm**. If possible, an additional option for Zoom link will be made available to call in.

Adjourn

The meeting was adjourned at 6:54 PM.

Secretary: Chris Eide

Date of Approval: 5/19/2025