

TIMB Meeting Minutes
Monday, November 3rd at 6:30PM

Attendees: Mr. Case, Mr. Q, Kim Vu, Kathy Ho, Joecy Lusby, Rachel Cantillon, Rosanne Bravo, Tiffany Do, Makiko Kuang, Tina Haymes, Patricia Chan, John Haymes, Samantha Anderson, Liza Choi, Marshall Wang, Xeres Commissariat, Vivi Nguyen and Warren Wiechmann.

- Welcome – Kim Vu
 - Wow what a month!! Thank you to all the volunteers that helped make homecoming, senior rec night and IIFT a success!!
 - Thank you especially to Mike and his transportation team; Tiffany for organizing uniforms; Xeres the “food master”; Liza and Marshall for promoting and organizing spirit wear/accessory sales, Richard and SPT for going to the extra mile to reserve the stands for the band during games (laminated signs and caution tape); John and Warren and photography team for their work at Senior night; Samantha for her help with Colorguard pins and crowns
- Directors’ Update –
 - Mr. Q:
 - Along with our goal of building a fun and engaging student community through Marching Band, we are truly grateful for our parent community, whose support and example show what meaningful engagement and care look like.
 - IFT: went well.
 - We acknowledge the challenges with food logistics. Our goal was to support the WHS Instrumental Boosters, but preparing a large quantity of burgers during the dinner rush proved difficult, and many students did not receive the meals we ordered. Pizza had to be substituted, and the cost was \$8 per student. We are in discussion with WHS for reimbursement.
 - Suggestion: For next year, one option is to provide our own food at a much lower cost and make a per-student donation to the WHS Boosters instead.
 - Mr. Case:
 - Upcoming: Band Spectacular, First rehearsal of Mean Girls Pit Orchestra, Winter Concerts, Jazz Auditions
- Marching Band
 - 1/8 Banquet -
 - Banquet Timeline:
 - 4:30 Dinner
 - 6:00 Awards
 - Photo booth from 4:30 to 6:30
 - Location: Gym - access to large screen, projectors, audio; James Adler will support that night.
 - Facilities and Decorations -
 - Tina picked up tablecloths (30 round, 30 runners, and reserved 10 rectangles thru Amanda).
 - Mason jars with lights from last year, fresh flowers ordered
 - Check In & Payment at the Door

- Awards - Lily and Liza to bring pins
- Certificates - Kim to print certificates- need names from directors by Friday evening.
- RSVPs to date as of 3:30 pm - 203 total including 146 students.
- Senior Pictures & Frames - Kathy will print
- Slide Show
 - Warren working on video of field show
 - John working on slideshow.
 - Bring laptop, HDMI cable
- 11/5 - Band Spectacular at IHS

NHS Band Specific Items

- Trucks will be loaded during 7th period and should be ready by 4pm; Will arrive at stadium at 4:30
- Student Call Time 4:30pm
- Food - 4:30pm
- Uniforms - 5:00pm
- Uniform Volunteers - instruct to arrive at
- Rehearsal - 6pm
- After rehearsal, students will go back to the basketball courts for plumes then back on the field by 6:50pm
- [Band Spectacular Program](#)

Event Overall - [Band Spectacular at IHS](#)

Rosanne & Kathy

- NHS responsibilities
 - See attached timeline for volunteer needs - NHS in red
 - Rosanne picked up the middle school banners from supply closet
 - Will print out and laminate additional school signs to reserve stand sections
- Volunteers needed:
 - Stadium Prep Team to begin at 5pm
 - Kathy and Rosanne will be checking in middle school directors, giving out lanyards and yardstick signs
 - Need Stand Monitors/Middle School Liaisons, Pit Gate Monitors
- December Concerts
 - December 3rd, 4th and Gala on the 12th.
 - Tickets: Gala \$15
 - Vouchers and Charter Oak passes may be used for entry to the Gala.

- TIMB can send out email to people that donated discussing change in policy on vouchers.
 - Tickets for small children: if child needs a seat, they need a ticket
- Keep Music Alive (KMA) - Rachel and Kathy update
 - New voucher pickup at ticket box office
- Social Media - Amanda
 - No updates
- Minutes – Rosanne Bravo
 - Rosanne Bravo moved to approve the October minutes as presented. Kathy Ho seconded. Motion carried.
- Financial Report – Joecy Lusby

Summary of October 1, 2025 to Oct 31, 2025

Deposit: \$8,006.09

USB Saving	\$	27.97
USB Main	\$	4,211.12
PayPal	\$	3,732.00

Disbursement: \$9,448.20 (including \$95.15 in PayPal fees)

Total Bank Balance \$121,614.00

Savings:

Starting Bal: 65,873.59

End Bal: 65,901.56

Main Checking:

Starting Bal: 29,747.48

End Bal: 17,481.34

Checking:

Starting Bal: 100.01

End Bal: 135.01

Paypal:

Starting Bal: 27,335.05

End Bal: 30,971.88

Motion 1: Joecy Lusby motioned to authorize and ratify the payments for the period of Oct 1 through Oct 31, 2025, including check numbers 1502-1519 and accept the financial report as submitted. Tina seconded. Motion carried.

Motion: 2: Joecy Lusby motioned to transfer \$30,000.00 from PayPal account to Saving account. Tina seconded. Motion carried.

Motion 3: Joecy Lusby motioned to allow the treasurer to pay all ordinary and necessary bills as outlined in our adopted budget. Tina seconded. Motion carried.

- Taxes filed - CPA fee \$380.00; \$50.00 to DOJ
- Date for next TIMB Meeting: 12/8 at The Vu Residence
- Adjournment at 7:51pm

Next Meeting: In Person December Potluck - 12/8 at Vu Residence