

Harrison Band Boosters Association

Officer Meeting Minutes for July 20th, 2026

Attendees: Pauline Miller Secretary, Brandy Coffman Vice President, Melissa O'Neal Treasurer, Jennifer Dart President.

Meeting called to order at 4:14 by Jennifer Dart.

Jennifer and Melissa will be going to Sam's Club on 7/31/26 to get new accounts set up.

Melissa will start the process of getting Brandy Coffman added to the Stone bank account and debit cards.

We would like to have a popsicle night for the band kids as an introduction to the chuck wagon, Looking for sponsor. Date set for August 6th and Sponsor will be Tonya with Captures Photography.

We need more volunteers. Options are a Parent meeting to encourage volunteering and informing parents what the boosters pay for and that's why we need involvement. Also, Jennifer will do a meet and greet at the HMS open house coming up. Booster page needs to be made up to encourage volunteering and include it in the Spring mandatory meeting packet.

Concession Stand

Discussion of making different committees for the Concession Stand.

- Inventory is Currently Jennifer Dart.
- Volunteer is Pauline Miller
- Opening shift???
- Closing shift???

Finance and Cash handling we've added a checks and balances form to fill out with the closing nightly and put in with the money bag.

What do we want the seed money amount to be? We agreed on \$600 for now to be reviewed in Basketball season.

Opening and closing of the Concession stand will be done by one of the four officers.

How do we want to divide the 7 weeks and 12 games this fall for Volleyball?

We need a safe for the concession stand and Jennifer ok's Melissa to buy one that meets our requirements and budget.

The Concession stand binder was brought out and looked at. We have sign-up sheets to be used for the workers' volunteer hours. Middle schoolers require a parent to work with them unless a band director has signed the form stating this child can work. We need to make copies of the sign in sheet. Also, we have another concession stand binder for the policy and procedures in place.

Fundraiser

Jennifer is checking with Jamie at DSI and Miller's hardware and Brandy with Tara Tice Realtor who says to check back in August. Found out that FedEx won't donate to trips or athletics.

Cut off time for sponsors that could have logo on shirt is fast approaching on August 10th then September 1st for cutoff for logos on program.

Insurance Coverage

We have been advised to get General Liability Insurance; Bonding Insurance in case of theft and D & O insurance. Along with Hold Harmless forms for all those volunteering on the chuckwagon.

After review and discussion, the officers have decided to get D&O and General Liability Insurance. The officers have a checks and balance procedure in place to avoid money walking off, so we have declined the Bonding insurance.

Bylaws state we will have the next meeting on August 10th.

Meeting Adjourned by Jennifer Dart President at 6:30pm