

PQ Band Booster Incorporation

February 1, 2024 / 6:00 PM / PCHS Band Room

Call to Order

Welcome new members

Pass around Booster Member sign up sheet

Reading of Minutes from last meeting

Reading of Treasurer Report

Attendees

Alicia Collins	Anna Lahr	Bobbie Lowe	Brandi Whitehurst
Dena Clifton	Evan Copeland	Ginger Perry	Katie Copeland
Kristy Hall	Patrick Whitehurst	Robin Sweet	Whitney Hash

Call to Order 6:42 PM

Reading of Minutes from last meeting

1. Whitney asked if there are any oppositions to skipping the reading of the Minutes from January since they can be found on the website.
 - a. No Opposition
 - i. Kristy Motions to approve last month's Minutes
 - ii. Alicia 2nd
 - iii. Motion Approved

Treasurer Report

1. Starting balance \$23,050.33
 - a. Deposited \$822.97
 - b. Expenses \$1,374.18
2. Ending balance \$22,499.12
3. \$540.52 Pending transfer from PayPal to bank account.

4. Designated Restricted Funds
 - a. Uniforms \$1,335.65
 - b. Winter Guard \$3,050.04
 - c. Hardship Funds \$874
 - d. Scholarship Fund \$250
 - i. Total Designated Restricted Funds \$5,509.69
 - ii. Available General Funds \$17,529.95
 - Patrick Motions to Approve Treasurer Report
 - Kristy 2nd
 - Motion Approved

Announcements

1. Change in Officers
 - a. After the last monthly meeting the Executive Board Meeting and there was a change in officer positions.
 - i. Dena is no longer Co-Treasurer
2. Appointment of Patrick Whitehurst as Co-Treasurer
 - a. Patrick accepts the position of Co-Treasurer
3. Incorrect By-Laws on the Website
 - a. The By-Laws currently on the website are from the June 2023 meeting without the updates that were discussed during the June 2023 meeting.
 - b. There is a 2nd set of By-Laws on the website from where Ashely added things at the August 2023 Emergency Meeting, which is missing the comment part.
 - i. Robin is in the process of correcting the By-Laws that are on the website.
 - ii. Whitney will announce when the correct By-Laws are posted.
4. Changes to Nominations & Voting of Officers
 - a. By-Laws indicate nominations for officer positions will take place in May to be voted on in June.
 - i. Proposal to move the nominations to April and vote in May in order to get the roles changed before the school year officially ends.
 1. Mr. Copeland states he will have his budget proposal ready in April as well.
 - a. Proposal for amendment to By-Laws to be voted on at the next meeting

Winter Guard

1. T-Shirt Sponsorship Report
 - a. Multiple shirt sponsors for the Winter Guard shirts were obtained
 - i. \$1,400.47 raised
 1. Mr. Copeland asked if this was on par with last year.
 - a. Robin states last year we didn't have a Platinum sponsor, however, this year we had very low participation this year compared to last year. Only 8 (10 looking at the fact there are 2 sets of siblings)

students of 17 participated in the sponsorship fundraising. And the Booster's obtained 6 sponsors.

2. Whitney advises for forms to go home sooner, electronic forms go home sooner, and fundraising be pushed harder.
 3. Robin advised we need to find a way to help the kids understand that these funds are needed for their show and they are responsible for making sure it can be done financially.
 - a. Kristy asked if enough funds were raised for the program this year but not the potential of funding raised.
 - i. Robin states yes.
 - b. Bobbie asked if there was a way to have 2 separate fees. For example, \$\$\$ is your fees if you get sponsorships or \$\$\$ this is your fees if you do not participate.
 - i. Mr. Copland states we cannot legally do that.
 - c. Bobbie asked could we say; your Winter Guard fee is \$275 and you can get sponsorships to knock \$75 off with the understanding that hardship requests would be made.
 - i. Robin said we have not had 1 hardship request as of now for band or guard, therefore it needs to be sent out about the option. Robin says that parents just choose not to pay instead of requesting help through the Hardship Fund.
 - ii. Robin mentioned we currently only have 2 members of Winter Guard that haven't paid.
 1. Mrs. Copeland wants invoices to go out for these 2 students.
 4. Mrs. Copeland said she thinks timing and how long the students had played a role in the lack of participation.
 5. Robin mentioned we need to ensure we have funds prior to January so that we have the funds to purchase start up things such as uniforms and such.
 6. Everyone seemed to agree 1 week is too short and 3 weeks is too long for this type of fundraising.
 7. Mr. Copeland says we need to ensure to have a Mandatory Parent Kick Off Meeting following the selection of the team so that the parents and children understand that the amount of funds raised really makes a difference in what you can do with a show.
2. T-Shirt Sales
- a. Parents purchased 18 items for \$402.46
 - b. Actual cost \$317
 - c. 17 Member and 2 Copeland shirts ordered \$228 before tax
 - i. Grand total of 37 items for \$545 before tax
 - ii. Tax of \$36.79
 - iii. Grand Total of \$581.79
3. Transportation
- a. Whitney says she has not heard great things about the transportation situation for the competition.
 - i. The only 2 parents that signed up and qualified for reimbursement were Jamie and Brian.

1. Jamie specifically drove her larger vehicle to be able to take extra children and ended up only taking her own 1 child.
 2. Whitney asked how the kids got to and from with no one signed up to take children and the ones that did sign up not have to take children.
 3. Ginger mentioned a child looking for a ride home as if she didn't have a ride and then advised the child to ride home with whoever they rode to the competition with because she was not signed up to transport children and would not be responsible for a child that no one knew she had.
 - a. Mr. Copeland stated he told the kids the carpool you came with is who you go back with.
 - b. Robin advises we need a carpool form so that we have enough drivers but not too many drivers if they don't necessarily have to be a driver.
 - i. Mr. Copeland says he will create a carpool form to be completed by the kids so the kids can pick who they are going to ride with.
 - ii. Robin says we need to ensure who is driving and ensure they are meeting the requirements needed to be eligible for the reimbursement because someone could not be honest and ask for reimbursement without transporting kids.
4. Whitney asked Patrick if he was able to find anything out about the block of rooms at a hotel for Winter Guard Championships.
 - a. Patrick stated he exhausted all of his routes and was unable to get any further information.
 - b. Patrick states Whitehurst Sand Co never had the opportunity to sponsor with the Winter Guard team so he would like to take care of any fees over the budgeted amount for the hotel rooms (if the fees collected by members is not enough to pay for the hotels needed for the members, bus drivers, and Mr. & Mrs. Copeland).
 - c. Whitney says she had someone say their child was going with them, not staying in the hotel room with their teammates.
 - i. Brandi asked if all the students had paid for their rooms.
 1. Mr. and Mrs. Copeland said it was part of their dues.
 - ii. Brandi said what the athletic boosters did for the swim team was send out a google survey to the parents asking if the student needed a room or if the parent was providing a room, however, all students have to stay at the same hotel.
 - d. Mr. Copeland wants to send out a form asking who is getting a hotel so that our students can be in a block and it be a cheaper cost. Mr. Copeland says he will send out the form next week.
 - i. Mr. Copeland says we can cancel the room 3 or 4 days in advance if needed.
 1. Brandi and Bobbie stated it depends on the hotel, some hotels have different cancellation policies.
 - ii. Robin asked what night the team is staying.
 1. Mr. Copeland says they are staying Sat and checking out Sun so it's all after the competition.
5. If people don't check out on time, this is the parent's expense not PQBB expense.
6. Mr. Copeland says he will reserve the hotel rooms.

7. Children that are not staying with team mates are only allowed to stay with actual parents / guardians not with a friend's parents.
8. No adult boyfriend / girlfriends will be sharing a room with team members.

Upcoming Events

1. Color Guard Youth Camp
 - a. Mrs. Copeland says she has about 25 children currently signed up and most are elementary students. Mrs. Copeland says she hasn't even pushed it at the Middle School yet.
 - b. Bobbie asked what ages it's for.
 - i. Whitney states K - 8th grade
 - c. Whitney asked if she could post the Amazon wish list on the event page for donations.
 - i. Mrs. Copeland approved.
 - d. Robin says she just gave Kristy some flag fabric for her to take to her mom to have flags made for camp.
 - e. Robin says she got a really good deal on the fabric. We were expecting to spend \$200 and we spent \$54.79 on fabric.
 - f. The fabric isn't real flag fabric; however, it is very close.
 - i. We will have red, pink, and white flags.
2. 2nd Annual March Into Spring Craft & Vendor Event
 - a. We have filled all the booths and collected all the fees as of today.
 - b. We raised \$1045.32
 - c. We lost \$10.68 in PayPal fees
 - d. 2 people signed up for electricity
 - i. Whitney asked for everyone to share the event and indicate they are going to the event.
 - ii. Please share any flyers that are posted in the event
 - iii. Mrs. Copeland asked for a copy of the flier via email so that she can print it and post it at the school and at a couple places downtown like Woodard's, Small Town Trendz.
 - iv. Whitney says she wants to reach out to Dixie 105.7 and give them some background of the band and guard programs for the ad.
 1. Kristy says she can contact Jill Turner about an ad for the event.
 - a. Patrick asked if we were spending money on a radio ad and Whitney states no, the ad is free for nonprofits.
 2. Owl Feed Ya, Brew 'N Cafe, La Oaxaquena, and The Neon Lemon will be at the event.
 - e. 6 cakes have been donated for the cake / sweet walks
 - i. Caked Up Creations (1 cake)
 - ii. Brickhouse Bakery (1 cake)
 - iii. 2 Sticks Butter (4 cakes)
 1. We will slice 2 cakes for the sweet walk as well as cookies are being donated for the sweet walk.
 - f. Whitney says she is going to use a Sign Up Genius and put it on the Band App for a sign up for volunteers.

- i. Bobbie asked how many extra volunteers would we need for the vendor event to allow the Theater children to attend their practice and not participate in the vendor event.
 1. Robin asked if we can do a pre-sign up for the kids to get an idea of what help we can get.
 2. Mr. Copeland says if he gets a shift sheet he can get it filled.
 3. Whitney says there isn't a lunch break this year.
 4. Mr. Copeland said he would try to avoid more than 30 shift spots if possible.
 5. Anna mentioned we can still offer the certificate for volunteering
 6. Whitney says she is expecting needing 20 kids
 7. Bobbie suggested asking parents for more help so that the Theater kids can practice.

Patrick Trailer Proposal

1. Patrick states his idea was not intended to go on the agenda.
2. Patrick states he was thinking about adding a decal to his small trailer. The decal is the Marching Band logo
3. Patrick states the trailer will be donated to the school for the band once Drew graduates, however, they will hang on to it for now.

Update on Middle School Band Meeting

1. Mrs. Copeland says it would be a great idea to have a meeting every other month on the 3rd Thursday.
2. Try for April 18th for the 1st meeting
 - a. Sept, Nov, Jan, Mar, May would be a good spaced out schedule of meetings.
3. Mr. Copeland says he thinks it would be great to have fundraising to pay college students to give private lessons to the middle school band students that wish to have lessons.
 - a. Mrs. Copeland says she talked to a retired teacher from another school who goes to a different school district and pulls children out of class for a set amount of time to practice one on one with the child to help the child improve their instrument skills.
 - b. Mrs. Copeland says we need to aim for getting Middle School Band parents involved in middle school things, not push high school meetings on them at this time. We hope that the parent will continue to be involved when the child reaches high school band.
4. Mrs. Copeland says she would like to try to start a Middle School Booster Committee and everyone that shows up would be part of that Committee.
 - a. At that time, we can try to figure out some different types of fundraisers and events
 - i. Mr. Copeland said that he would love to see the pull out lesson thing for the kids to improve the kid's techniques to push the band program in Perquimans County to an elite status

High School News

1. Mr. Copeland asked when the scholarship applications deadline needed to be.
 - a. 30 days prior to band banquet due (April 12th)
 - b. Announce recipient at banquet

- c. The recipient must be a graduating Marching Band, Concert Band, Color Guard, or Winter Guard selected by the band directors. The recipient must have a minimum 2.5 GPA, be pursuing further education including but not limited to college or trade school. The student must write an essay based on a prompt given by PQ Directors of Band.
- 2. Mr. Copeland says he does not have the banquet date set yet
- 3. Mr. Copeland states MPA should be 3/20/2024 for the high school.
 - a. Kristy said at the last meeting it was said the middle and high schools were going to MPA on the same day and not on 3/20 due to a middle school field trip.
 - b. Mr. & Mrs. Copeland said no they do not want to go on the same day and Mrs. Copeland does not want to go on 3/20.
- 4. Mr. Copeland says Kings Dominion is out of our budget therefore the trip will be to Busch Gardens again this year.
 - a. It is still on 5/4/2024
 - b. Mrs. Copeland says they will have Star Wars themed shirts this year for Busch Gardens.
 - c. Bobbie asked if Mr. & Mrs. Copeland have any control of what time the performance is.
 - i. Mrs. Copeland says not really because there are time slots, however most are already filled before they get the sign up sheet.
 - ii. Mrs. Copeland says we need to go ahead and pay the \$100 deposit for each school ASAP and the rest of the money is due a month before.
 - iii. Student's money is due 3/28/2024
 - d. Robin asked if anyone that is not in Concert Band is allowed to go.
 - i. Mr. & Mrs. Copeland said if the child is not in Concert band, they will not be going to MPA, but he cannot control who goes to Busch Gardens.

Middle School News

- 1. Mrs. Copeland said she had 2 students make All-District

Additional Questions / Comments

- 1. Patrick asked if a Treasurer report would be done for the 2 months that were missing.
 - Anna states yes, she is getting all of those documents tonight.
- 2. Bobbie wanted to thank Kristy for the Thank You cards that were made and delivered to Tarheel Fireplace and Grill as well as Amy Tinsley.
 - Kristy said she scanned and saved the picture in case we want to give a Thank You to someone else.
- 3. Mr. Copeland wants to put the idea out there that we need to order some Med and Large Band Uniforms. And he will get us the prices of the uniforms.

Meeting Adjourned 8:13 PM