



BOARD MEETING MINUTES

Severna Park High School Band and Orchestra Boosters

Minutes of the Executive Board Meeting

July 7th, 2025

6:00Pm

Location of the Meeting: Google Meet - <https://meet.google.com/mbe-uzgj-xec>

Present at Meeting: Alena Davis, Sarah Thompson, Amy Wong, Marianne Krupar, Kelly Foley, Jennifer Greeff, Heather Barnstead, Tara Stoudt, Kelly Webb, Pete Hoffensetz, Eric Kilby

1. Call to Order

The regular meeting of the Executive Board of the Severna Park High School Band and Orchestra Boosters was called to order at 6:10pm on July 7th, 2025, on Google Meet by Alena Davis.

2. Review of Previous Minutes

The minutes of the previous meeting held on June 7, 2025, were reviewed and approved.

3. Reports

Treasurer: The Treasurer's Report was provided in advance of the meeting and is attached. There is only one family with unpaid fair share fees. Pete is working with Travis D. on the 2024-2025 close-out. Looking at whether there needs to be a financial review of 2024-2025. Pete is looking into whether Analisa Webster will be willing to do a financial review. Reconciliation should be ready to be done soon. Pete will be working on a Budget for 2025-2026 based on 2024-2025. Sarah T. offered to help investigate Luma Pay point of sale (POS) option to get rid of Venmo, PayPal and Square. MOD Pizza fundraiser check was just outside 6 months and could not be deposited. Heather B. volunteered to reach out to MOD Pizza to see if they could cancel and reissue the check.

Secretary: No Report.

VP: Sarah Thompson reached out to the Lions Club about Citrus Sale for 2025-2026 and is waiting to hear back. Tara Stoudt asked if they want to update their full-page ad in the Home Show Program (digital).

President: Alena is working with Student Leadership for Band Olympics, Marching Band Camp, etc... Kelly Webb asked when Show Shirts were needed and mentioned that the drawn image that was sent over to Victory will need to be rendered digitally. Amy Wong volunteered to work with a high school student to get the image ready digitally.

Mr. Kilby: Mr. Kilby thanked parents and students who came out for the 4th of July Parade.

Student Leadership: No Report.

4. New Business

Upcoming Events:

1. 4 – 8 August: Marching Band Camp. Tara Stoudt is working on the sign-ups for Marching Band Camp and will send them to Jennifer G. when they are ready to include in the Weekly Music Accents. Sarah Thompson will work with Student Leadership to figure out who will purchase fabric markers and t-shirts for the band mixer night. Alena is ordering bandanas. Students will be making signs showing where students should enter for Marching Band Camp. Amy Wong reminded us to include a request in the Weekly Music Accent during the week of July 21-25 for canopies (6+ would be best) and to have them dropped off on 4 August (day 1 of band camp).
2. 8 August: General BOB Meeting during the Marching Band Preview.
3. 9 August: Uniform Fitting and Pictures – Grace Wong and Jonah Darcy will be working with students on uniform fitting. Tara Stoudt wanted to make sure Color Guard has a flag or prop for photos since they won't be in their full uniform.
4. 11 August: Executive Board Meeting and Marching Band Practice
5. 14 August: Marching Band Olympics and Pool Party at Chartridge Pool. Tara Stoudt has already added items that have been requested for donation by Student Leadership. Student Leadership and Parent Volunteers arrive at 6:15 PM. Parents drop students off at 6:30 PM. Student pick-up by 9:30 PM. Amy Wong sending Jennifer G. link for sign-up to include in Weekly Music Accent for July 14-18.

Fundraising: Heather Barnstead thanked Jennifer G. for introducing her to Enas Khrais and April Schoof (incoming 9th Grade parents) who worked on Fundraising with SPMS Music Boosters. They are already working with Heather to create a plan for 2025-2026. Kelly Foley spoke about the Sponsorship Mailing Campaign. Jennifer G.

Communications: Jennifer G. spoke on Newsletters quickly. Working well with Alena and Sarah T. for Weekly Music Accents. Facebook information will be shared weekly regarding new topics that get added to the Weekly Music Accents.

Operations: Amy and Joe Wong called about the golf cart which was not working for the 4th of July Parade. The service place does free pick-up and delivery. Alena asked Mr. Kilby about props for the Marching Band show. There will be a 16' x 16' square with ropes to serve as a boxing ring along with Heavy Bags (not heavy).

Uniforms: Marianne Krupar has the sheet ready for Uniform Fitting. Marianne will work on a Google Form to be used at the Uniform Fittings on 9 and 16 August. We would need a couple of iPads or laptops. We have 101 students today.

Spirit Wear: Kelly Webb will start working on the Membership Toolkit store as soon as she returns from vacation. Alena and Sarah T. will reach out to Michael Nunn and The Lavy's about how sales tax and spirit wear worked for 2024-2025.

Hospitality: Amy Wong went over numbers with Tara Stoudt and will work on getting supplies before band camp.

5. Date and Time of the next Board Meeting

The next General meeting is scheduled for August 8 at 8:00 PM in the SPHS Cafeteria. The next Executive Board meeting is scheduled for August 11 at 6:00pm, in the SPHS Band Room.

6. Adjourn

The meeting was adjourned at 7:21 PM.

Submission and Approval of Minutes:

Minutes Submitted by: Jennifer Greeff Date: 07/07/2025

Minutes Approved by: _____ Date: _____

Attachments: None this month.