

# Circleville Band Boosters Meeting

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September 6, 2016

7:00p

Meeting called to order by: Jeff Burrow at

Facilitator: Jeff Burrow

Minutes prepared by: Kim Pohl/Jeanie Shaw

**Officers Present:** Jeff Burrow, Jeff Buitendorp, Andi Ward-Burrow, Brian Heddleson, Kim Pohl, Tina Wolfe

**Others Present:** Peggy Burns, Donna Reed, Wendy Derexson, Scott Derexson

## *Minutes*

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**Agenda item: Band Director Report**

**Presenter: Scott Tennant**

**Discussion:**

Battle of the Bands Sept 9 at Pickaway Ross—will load trailer at 9:20am

Licking Heights Competition Sept 10—will tailgate after performance in bus area. Cost not to exceed \$200. Motion: Jeff Buitendorp. 2<sup>nd</sup> Brian Heddleson. Motion carries.

Band preview and things in general going well. Pit Crew going well.

Benefit Concert—perhaps a Weds after last competition. Takes place for not marching Sat of Pumpkin Show. A way to give back to the community.

Purchase order: \$2,000 to Casey Lockard for writing drill. **Motion: Andi Ward-Burrow. 2<sup>nd</sup> Kim Pohl. All in favor.**

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**Agenda item: Secretary Report**

**Presenter:**

**Discussion:**

**Meetings:** now at CHS Library 1<sup>st</sup> Monday of the month at 7pm. Usage form faxed to Chad Spradlin. No fees applied to CBB for usage. District calendar updated through May 2017. Next meeting on Tues, Sept 6 due to Labor Day holiday.

January meeting on the 2<sup>nd</sup>. School resumes on Jan 3. **OK to change meeting to Tues, Jan 3? Motion: Jeff (which one). 2<sup>nd</sup> Tina Wolfe. Motion carries.**

**Pumpkin Show:**

Old concession trailer—Diane Cook, on behalf of Community United Methodist Church, expressed interest in using old trailer for their booth this Pumpkin Show.

Motion by Brad Lutz to allow Community UMC to use trailer after making necessary repairs to make it functional in lieu of rent. 2<sup>nd</sup> Jeanie Shaw. No further discussion. Ayes—Kim Pohl, Brian Heddleson

Jeff (which one) typed up letter. Document with signatures, Motion: Tina Wolfe. 2<sup>nd</sup>: Andi Ward-Burrow. Motion carries.

Fees--\$772 in total due to secure spot for CBB booth. \$200 deposit due by Sept 1 with balance due Oct 20.

Motion by Brad Lutz to pay \$772 in full, 2<sup>nd</sup> Jeanie Shaw. No further discussion. Ayes—Kim Pohl, Andi Ward-Burrow

Certificate of Insurance—Pumpkin Show requires \$1million dollar coverage per incident. Due Sept 1. Jeff Burrow emailed Kristen Rhoads (CCS Treasurer) Aug 20 to fulfill this requirement. COI received from Kristen Rhodes Aug 26.

Purchase order request for Miami Trace away game expenses.

August expenses—pit crew keys, Third Thursday

### Spirit Sales

Red Barn: **\$1,144** (includes orders from band preview)

Car magnets (JM Printing): **\$208, ~\$124 due to JM Printing**

Street paintings: **\$84** (doesn't include those ordered and paid for at band preview), forms will be delivered to Abbee Blust on Sept 6 by Nicholas Shaw so the Blust family can complete

**TOTAL: \$1,436**

**Received: \$1,140 in personal checks**

**254 in cash**

**42 in cash paid at band preview for 3 shirts**

**TOTAL: \$1,436**

Checks and cash delivered to Jeff Buitendorp Monday evening.

Orders to Red Barn and JM Printing Weds Sept 7 by Jeanie

Anticipate amount due to JM Printing \$124

Anticipate amount due to Red Barn—not sure but calculations as follows:

39 short sleeve shirts: net \$1.30 ea.....	+ \$50.70
16 long sleeve shirts: net \$3.30 ea.....	+ 52.80
17 hoodies: lost \$0.70 ea.....	-11.90
Set up fee	-100.00
Set up fee for back side printing	<u>- 25.00</u>
	-33.40

**\$33.40, amount CBB owes Red Barn (approximate) in addition to \$1,144 for merchandise**

Possible that extended sizes may play into this and add to what we owe them

Will find out more Weds after I drop off order forms

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**Agenda item: Treasurer Report**

**Presenter: Jeff Buitendorp**

**Discussion: \*\*see Treasurer's Report slide for details\*\***

**Band Preview:** Cleared \$2,020.

3<sup>rd</sup> Thursday (Aug only)--\$447.75

Kroger rewards--\$600+

Band Tower Sponsorship Agreement—Jeff Burrow read at meeting. Motion: Andi Ward-Burrow. 2<sup>nd</sup> Donna Reed. Motion carries.

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**Agenda item: 1<sup>st</sup> Vice-President Report**

**Presenter: Brad Lutz**

**Discussion:**

**Drawings for tower**—trying to get a firm out of Lancaster. Looking at modifying current plans to reduce cost, Want to include electric and water, Expect drawings to cost no more than \$800.

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**Agenda item: 2<sup>nd</sup> Vice-President Report**

**Presenter: Kim Pohl**

**Discussion:**

**Summer uniforms:** Red Barn for summer uniforms (tees/polos/shirts). Motion to pay \$551.21. Motion: Peggy Burns. 2<sup>nd</sup> Donna Reed. Motion carries.

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**Agenda item: Graphic Artist**

**Presenter: Brian Heddleson**

**Discussion:**

**Banners:** Noted some minor errors with banners. Will follow up with CNK.

**Signage:** will work on signs for booth “Home of the original DECA Pumpkin Burger”

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**Agenda item: 3<sup>rd</sup> Vice President**

**Presenter: Tina Wolfe**

**Discussion:**

**Pit Crew:** Eight have committed. Would like to get shirts for those with budget of no more than \$200 to CNK. Motion: Jeff (**which one**) 2<sup>nd</sup> Donna Reed. Motion carries.

**Trailer**—air in tires, lights don’t work in van if hooked up to trailer. Need to call Blankenship’s or Towpath. Patrick or Tina to call and look into repairs.

**UHaul**—can’t always get one with hitch. Will keep track of miles and can reimburse drivers with gas gift cards. Jr Davis helping pull. Will work through issue.

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**Agenda item: President Report**

**Presenter: Jeff Burrow**

**Discussion:**

Pumpkin Show: Temporary food license \$55 obtained. Requested change from “DECA” to “Band Boosters” but we are listed as vendor on Pumpkin Show website. Keep it “Famous DECA Burger”

**Concession trailer:** 20’8” but with 4” detachable tongue which is too long for Pumpkin Show location. Current Pumpkin Show---3 hour shifts. Jeff Burrow and Jeff Buitendorp will start. Consider having someone in charge each day, Pumpkin Show Coke delivery—Coke will not deliver daily. Need to decide what to do.

Need to take fridge and old coke cooler out of trailer.

Gordon Food Service: Rethermalizers. PO for \$732.54. Motion; Brian Heddleson. 2<sup>nd</sup> Tina Wolfe. Motion carries.

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**Agenda item: Band Family**

**Presenter: Andi Ward-Burrow**

**Concession stand:** slots are full for home game volunteers!!

Jeff Burrow to get Pumpkin Show sign ups online soon

Band students participating in Drug Free Club to be recognized at Band Banquet

**Addendum:**

Brad to complete Spreadsheet for corporate donor sponsorships.

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There was no additional business to discuss and motion to adjourn by Andi Ward-Burrow. 2<sup>nd</sup> Brian Heddleson. Motion carries.