

Vista Ridge Band Boosters Meeting Minutes  
Tuesday, January 11, 2005  
6:00PM at the VRHS Band Hall

- I. Introductions:
  - a. Fred Maynard, President, called the meeting to order at 6:05PM. He introduced himself and announced that the Executive Committee had filled the open positions through the end of the school year as follows: President, Fred Maynard; Vice President, Tom Pickard; Secretary, Michele Schweitzer; and Treasurer, Bob Will. Beverly Lentz, Parliamentarian, and Debbie Saller, Historian, will continue in their current positions.
  - b. Fred Maynard asked each of the Executive Committee members to stand and introduce themselves.
- II. Officer's Reports
  - a. Michele Schweitzer, Secretary, read the minutes from the November Band Boosters Meeting and they were approved.
  - b. Bob Will, Treasurer, explained several items:
    - i. Band member statements with activity through December had been turned in to Mr. Christian to send to parents. Some checks received in December were deposited in January and adjusted statements would be prepared and sent soon. Any questions about statements should be addressed to Bob Will.
    - ii. Income in December was \$3,079.00 (82% Colorado trip), with expenses of \$723.71. The financial statements will be filed with the January Booster Meeting minutes.
    - iii. Bob Will explained that currently the Band Boosters are using cash basis accounting, but will be setting up an accrual system at some point to more accurately reflect monies taken in and owed for specific uses. Income to date for the 2004-05 year is \$82,307, 38% more than the income for the entire 2003-04 school year. Recommendations will be made for the accounting system to handle the growth.
    - iv. The 2003-04 tax form 990 and franchise tax fee will be due shortly. Additionally, Bob announced the possibility that the Band Boosters may need to charge sales tax on items sold to Band members for personal use.
    - v. Band Boosters received donations from some of the families that Band members visited for Christmas caroling. Thank you letters need to be mailed. There was a suggestion that student Band officers write and send the thank you letters.
  - c. Bob Will asked for questions from the Booster parents:
    - i. There was a question about magazine sales and credits to student accounts. Bob Will will check into the matter and report back.
    - ii. The issue of checks sent to Band Boosters not clearing was brought up, specifically for carnation sales. Bob Will will check into this and asked parents to let him know any checks that have not cleared.
    - iii. The issue of checks taking a long time to clear was brought up. Bob Will recommended that parents mail any payments to the Band Booster post office box, so they can be logged in and deposited sooner. The address is: Vista Ridge Band Boosters, P.O. Box 3128, Cedar Park, TX 78630.

- iv. There was a question as to the specific amount of the Band Booster fundraising goal and what the funds raised were to be used for. Bob Will will check in to the matter and report back.
- v. There was a question about whether the exact cost of the ski trip had been determined and what would be covered by monies paid for the trip. Mr. Christian will be asked to report to parents.
- vi. There was a question about the proceeds from the passbook sales. Bob Will will check in to the matter and report back.
- vii. Bob Will explained that parents should feel free to contact him with questions.

### III. Committee Reports

- a. Fundraising- Robyn Cooper, Chair, reported that the Band Boosters made \$65 from the Time Master sales at the Winter Band Concert. Time Masters will be selling items at the upcoming Winterguard Contest at Vista Ridge. Yard signs are still being sold and forms will be passed out to Varsity Athletics so they can order. Robyn Cooper asked for input from the Band parents on whether additional Band nights at Fuddruckers Restaurant should be set up. Parents recommended an additional night at Fuddruckers and also recommended that Robyn check in to new locations, specifically Brick Oven and Applebee's.
- b. Valentine Carnation Sale- Pam Boettcher, Special Projects Chair, announced that Band Boosters would be selling carnations during lunch in the cafeteria prior to Valentine's Day.

### IV. Special Committee Reports

- a. Winterguard Contest- Marguerite Swilling, Chair, reminded parents that the Band will be sponsoring the TCGC Winterguard Contest at Vista Ridge on Saturday, January 29<sup>th</sup>. The food and non-food vendors were discussed, including Music Tees, Time Masters, and the Band Boosters selling flowers, picture buttons, charms, and possibly scarves. Marguerite Swilling discussed the Contest program and admission charge. After discussion, Teresa Muller moved to include the program in the cost of admission; \$6.00 for adults and \$4.00 for students. Debbie Pickard seconded the motion and it passed unanimously.
- b. Golf Tournament- Tom Pickard, Chair, announced that the tournament would be held on Thursday, May 5<sup>th</sup>, at Star Ranch in Pflugerville/Hutto, with registration at 1:00PM and play beginning at 2:00PM. Danny Allen is responsible for sponsors, one of which will be The Journey. Early sales will begin sometime between mid-March and early-April, with incentives for early sign up. Tom Pickard reminded Band parents that the monies raised by the golf tournament will be used to buy a truck for Band equipment. A portion of the money raised by Band students for early registration may go to student accounts. Tournament volunteers will be able to register and play in the tournament. The tournament should have between 100 and 140 players. Tom Pickard mentioned that as a supplement to the tournament, the Band Boosters could sponsor a silent auction. A volunteer would be needed to organize and administer the silent auction. There were no volunteers from the floor, so the silent auction idea was tabled until the next Band Booster meeting.
- c. Pampered Chef Fundraiser- Laura Bearden, Chair, reported that approximately \$200 was raised by Pampered Chef sales. The proceeds check was presented to the Treasurer, with 5% to be applied to Band Boosters and 15% applied to student

accounts. The additional \$3 for those who will have Pampered Chef parties will be credited soon.

V. Miscellaneous

- a. SCRIP Program- Fred Maynard, President, announced that the SCRIP Program will be continued. Traci Maynard will be collecting orders on Friday, January 14<sup>th</sup>, before school (8:15 to 8:45AM) and after school (3:45 to 5:15PM). Volunteers are needed to help administer the SCRIP program. Duties include taking orders twice a month, compiling orders, depositing checks, ordering online at SCRIP, and handing completed orders out. Bryan Wood suggested that the Band Boosters might use a lock box in the Band Room for students to drop orders. Alison Webre moved that the Band Boosters purchase a lock box. Teresa Muller seconded the motion and it passed unanimously. There was a reminder to Band parents that only checks, no cash, should be sent in to the post office box or dropped in the lock box.

VI. Upcoming Events

- a. Fred Maynard announced the following upcoming events:
  - i. Winterguard Contest, Saturday, January 29<sup>th</sup> – volunteers needed and can sign up at the back of the Band Room.
  - ii. Band Concert, Tuesday, February 15<sup>th</sup>, 7:00PM, in the VRHS Cafeteria (both Bands). (*Note: Date has been changed to Monday, February 18<sup>th</sup>, 7:00PM, VRHS Cafeteria.*)
  - iii. Choir Solo & Ensemble Competition, Friday, February 25<sup>th</sup> and Saturday, February 26<sup>th</sup>, hosted by the VRHS Choir Boosters and Starsteppers. Band parents are invited to help out, since the Choir and Starsteppers do not have very many members yet. Alison Webre asked that parents contact her or Debbie Saller to volunteer.
  - iv. TMEA Solo and Ensemble Competition, Saturday, March 5<sup>th</sup>, hosted by VRHS Band. Band Boosters will provide concessions and hospitality. Band students can volunteer to help at the competition.
  - v. Bryan Wood announced that the scheduled Percussion Ensemble Extravaganza on Thursday, May 5<sup>th</sup>, in VRHS Cafeteria may have to be changed due to the conflict with the Band Booster Golf Tournament.
  - vi. Next Band Booster Meeting, Tuesday, February 8<sup>th</sup>, 6:00PM, in the Band Room.
  - vii. Fred Maynard reminded Band parents that there were only 86 days remaining until the Spring Band Trip to Colorado. Band parents should be sure all monies due have been paid.

- VII. There being no further business, the meeting was adjourned by Fred Maynard at 7:09PM.

Respectfully submitted,

Michele Schweitzer  
Band Boosters Secretary

January 22, 2005