



**Parkland Music Booster  
Executive Board Meeting**  
Minutes – July 10, 2024, at 7:10 PM

**Attendees:** Lori Piltz, Kate Straw, Tina Lee, Vicki Ferrence Ray, Iris Epstein, Cynthia Lee, Voula Papageorgiou, Kathryn Kravitz, Steven Lee, Kevin Boger

**Meeting Called to Order:** Lori Piltz at 7:10 PM

**Approval of Last Executive Meeting Minutes:**

*Motion to approve by Tina. Seconded by Lori. Approved.*

**Treasurer's Report:**

- Expenses since last meeting: \$1337.73 (total)
  - o Gator seats: \$356.85
  - o 2 coolers: \$158.98
  - o Fanfare & Tribute print shop: \$792.00
  - o Postage Jan-June, 15 stamps \$0.66 each: \$9.90
  - o Fanfare & Tribute dispute on charge: \$20.00
- Checks that have not cleared: \$300.00 (total)
  - o Orchestra maser class: \$100.00
  - o Guest musician for winter orchestra concert: \$150.00
  - o 2023 Fanfare Tribute refund: \$50.00
- Net Income: -\$1337.73; Checking balance: \$36,657.82; Savings balance: \$1389.73
- *Motion to Approve Treasurer's Report by Voula. Seconded by Kate. Approved.*

**OLD BUSINESS**

- Budget Proposal – Reviewed the budget from last meeting and will approve at the August meeting.

**NEW BUSINESS**

- **Future Meeting Dates:**
  - o 1<sup>st</sup> General Meeting to be held August 14<sup>th</sup>, 2024 at 7 PM.
    - Subsequent General meetings will be November, February, and May.
  - o Hoping to have set for the 2<sup>nd</sup> Wednesday of each month at 7 PM.
    - 1<sup>st</sup> Wednesday as a backup option.
  - o Will get this set and then put onto the website to communicate with other music departments.
    - ❖ Amendments made after meeting: Wednesdays do not work for meetings, other conflicts. 1<sup>st</sup> General meeting will be Tuesday, August 13<sup>th</sup> at 7:30PM. All other future meetings will be the 1<sup>st</sup> Thursday of each month at 7:15PM.



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- **Debit cards, E-check, Venmo:** (Tina)
  - o Tina proposed an amendment to the bylaws to include the use of debit cards and e-checks for Booster purchases
  - o Tina will draft the proposal and prepare a document to track debit card use. Lori will send to Connie for review.
  - o Amendments to the bylaws must be approved by the general membership.
  - o Discussed option to use Venmo at concession stand for payments but decided not to pursue this any further at this time.
- **DCI (Aug. 2, 3):**
  - o Mitch from DCI asked us to sell drinks and candy again this year. Kevin confirmed with Mitch during this meeting that ushers are also needed.
  - o Lori to create a sign up for volunteers and send to Mrs. Baxter. (About 8 people needed for concessions and 15-20 people for ushering each day).
  - o Lori will need coverage the week of the event since she is out of town.
  - o Volunteer times for concessions would be Friday 8/2 from 5PM until 10:30PM and Saturday 8/3 from 5 PM until 11:30PM.
  - o Ushers will need to arrive around 4:30-4:45 PM both days.
- **Spirit Wear:**
  - o Boosters would like to offer options for all music departments.
    - Vicki volunteered to help Sydney to include orchestra and chorus.
  - o Corporate Images has everything done through the website; we would just need to match & distribute the orders.
  - o Recommended that each product have an option for band, chorus & orchestra.
    - Need to get high resolution chorus & orchestra logos.
- **PHS Music Boosters Website:** (Steven)
  - o Current website (phsmusicboosters.com) is still up & running.
  - o Hosting account & domain name under Wendy Wright
    - Hosting company - HostGator.com expires 3/16/27.
    - Domain name expires 3/16/25.
    - Search for phsmusic boosters and info shows Parkland Music Boosters, all 3 owners & Steven's email with school address.
  - o Would like to change website to a new domain name as .org (example parklandmusic.org) as this is associated with non-profits.
    - Would also use a new hosting company with organization as owner.
    - Proposes a loss since HostGator.com is already paid.
    - Will need address, phone number, and debit card to get new domain name.
  - o Plan in place to revamp the webpage.
    - Looking to include photos of the executive board.
  - o We have 13 active email addresses.

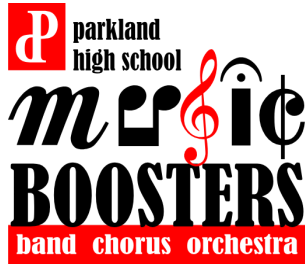


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- They all forward to Steven.
    - Consideration for reducing the number of email accounts.
    - Each account should have forwards to at least two people.
  - o *Motion to vote on website names (phsmb or parklandmusic)*
    - *Parklandmusic.org won vote, however then discussed possibility of phsmusicbooster.org*
    - *Motion to amend original vote and have new website be named phsmusicbooster.org made by Voula. Seconded by Iris. Approved.*
  - o *After this meeting: Voted and approved parklandmusicbooster.org as final website name.*
- **Boosters Membership:** (Iris)
    - o Discussed edits to membership form.
      - Keeping the “Areas of Volunteer” and adding option for “I want to learn more”.
      - Will add next General Meeting date (Aug. 14<sup>th</sup>).
      - Will list Parent/Guardian instead of just Parent.
      - Will put option for Grade/Department with the line for “Name of other child”.
    - o Pricing Plan
      - *Motion to change membership dues to three tier levels – one at \$25.00, one at \$50.00, and one at \$75.00 – made by Lori. All in favor. Motion approved.*
      - Each level will have their own incentives.
    - o PHS Open House ideas (Sept. 5<sup>th</sup>)
      - Will have to ask chorus/orchestra if they hold orientation or other events where we could attend to sign up members.
  - **Concessions:**
    - o Pricing increase: Kevin will propose new prices at the next meeting.
    - o Feed the band chairperson? Possibly Kris Goorsky & Michelle Barbieri.
    - o Cleaning the stand will take place on August 17<sup>th</sup> at 8:00 AM.
      - Will need to send out a sign up for volunteers.
  - **Fundraising Chair:** Give it thought for next meeting.
  - **Elections:**
    - o To take place at the August General Meeting
      - Connie agreed to run the elections for 9<sup>th</sup> & 10 Grade Representatives.
  - **Band Camp**
    - o Uniform fittings are on Aug 3rd & 10th in two shifts: 9am-2pm & 2pm-6pm.
    - o Will need executive board coverage both days for booster memberships.
    - o Parent preview night is August 22<sup>nd</sup> at 8pm 8/22.



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- o Meal plan changes
  - Italian Dinner will be 8/12, Deli Night will be 8/14, Breakfast for Dinner will be 8/15 and Mexican Feast will be 8/19.
  - Iris created an awesome flyer for the Band Camp meal days and will update the flyer with the date changes listed above.
- o T-shirt contest flyer is going out to the kids on 7/11/24 and submissions are due 7/25/24.

*Motion to adjourn by Lori. Seconded by Vicki. Approved.*

**Meeting Adjourned 9:33PM.**