



Parkland Music Boosters Executive Board Meeting

Minutes – September 24, 2025

Attendance: Vicki Ferrence Ray, Kathryn Kravitz, Valerie Durbin, Rick Whitmire, Iris Epstein, Voula Papageorgiou, Kate Straw, Kevin Boger, Tina Lee, Connie Baxter, Jason Lerew.

Meeting Called to Order - Vicki Ferrence Ray at 7:19PM

Approval of Last General Meeting Minutes (8/5/2025)

Motion to approve by Rick Whitmire and seconded by Voula Papageorgiou. Unanimously Approved.

Treasurer's Report

- Tina reviewed changes since the last meeting on page 3.
- Tina will change T-Shirt Sponsorship to Show Shirt Expense.
- Some uncashed check to follow up on and Tina will take care of these as well.

Motion to approve by Kate Straw and seconded by Rick Whitmire. Unanimously Approved.

Director's Report

- Mr. Lerew - We are now deep into the fall season and things get better each week. It's been a little more hectic than usual with all of the Thursday night games. Everyone is really looking forward to going to Easton Fest on Saturday. We will need on site flexibility with equipment crew as it will be a different setup than football games. For the game this coming Thursday we might not be able to perform on field if it rains too much. Friday night we rehearse in the stadium, and right now the plan is to leave the trailer over there Thursday & Friday night. Transportation and building/grounds has been very helpful getting things ready for events this weekend. Timing of the trip should be announced shortly and progress has been made with that planning. A report has been filed for maintenance on the concession stand and we are waiting for a reply.
- Mrs. Baxter - Met with our accountant accompanied by our Treasurer Tina. Will have some more information from that meeting ready to share at the next meeting.

Old Business

- Executive Board Job Descriptions
 - Vicki made edits so it is ready to post and will get onto website
- Booster Membership
 - 27 members \$25, 5 in \$50 , 50 in \$75. Total \$4675.
 - Up from last year we were at \$3975, so we did \$700 more.
 - Not everything has been handed out, all shirts except for 1 have been distributed.
 - Iris will send out an email to remind to pickup magnets & booster bucks.
 - Would like to order more magnets enough for this year and next year, 50 magnets
- Parent Bus for Columbus Day Parade
 - 8:30am-3pm - 7 hour contract
 - 55 seats, ~ \$42 per seat, first come first serve, need to get sign-up out, and plan meals.
 - QR code on the flyer will allow people to purchase.
 - If we sell out then we will be able to include meals for everyone.

- Spirit Wear for Band
 - Everything has been distributed
 - Received this year's rebate check made out to Music Boosters for \$792.
- Spirit Wear for Chorus and Orchestra
 - The store is open, it will close on 9/30 at 11:59pm.
 - Expected delivery is around the 3rd or 4th week of October.
- Senior Posters for Band
 - Vicki and Lauren will get started on this project together.
 - Will need a list of seniors and their band photos.
 - Mrs. Baxter has senior thumbnails & sent Steven a list.
- Concession Stand Open House
 - Everyone agrees this went very well and we should plan to do it annually.
- Collegiate Marching Band Festival
 - Concessions are soda and candy only. Trash collection will require the gator and trailer. Need more volunteers especially for setup.

New Business

- 8th Grade Band Night – when is it? 10/10 same as homecoming
 - Takes place the same night as homecoming 10/10.
 - Mrs. Figueroa sent an email to Iris and she is helping to plan.
 - The kids will get a hotdog and water after school & join us for feed the band.
- Concessions for District Chorus Auditions on 10/20
 - Tina reached out to Mrs. Lagan and will work together with a chorus parent as lead.
- Purchases to be made this year
 - Vicki made a motion via Band App on 8/20/25 to purchase new banners not to exceed \$325. All board members voted and it was unanimously approved.
 - Vicki made a motion via the Band App on 7/7/2025 to approve a new gator cover not to exceed \$150. All board members voted and it was unanimously approved.
 - Rick made a motion to approve the purchase of electronic equipment and carts for \$3462. Seconded by Kathryn. Unanimously approved.
 - Popcorn machine - Current one was purchased in 1994 and wires are frayed. Looking into getting one for next season and priced out 2 options. \$2000 for a small bucket and \$2500 for a larger bucket. Voula made a motion to approve purchasing a new popcorn machine with a large bucket not to exceed \$3000 including tax, shipping, and any other fees. Tina seconded. Unanimously approved.
 - Pretzel machine rack – We're going to try to deep clean before looking to replace.
 - Electronics cover - something to protect the cart from getting damaged would cost around \$350-\$500. Rick motioned to approve purchasing a cover not to exceed \$500 including taxes and fees. Kate seconded. Unanimously approved.
 - Nacho chip warmer - Vicki motioned to approve the purchase of new chip warmer for \$200. Voula seconded. Unanimously approved.
 - Extra stipends needed? Mr. Lerew is looking to expand staff as the band grows and it is tough to get the school district to pay for it. Looking to increase the dollar amount annually to \$6000 for next fiscal year.
 - Other large purchases? - Mr Lerew would like the trailer to get a wrap. It was approved in the past, and we have been trying to figure out the logistics of William Signs and design. Might have to look into another company. Mrs Baxter & Mr. Lerew will discuss with others on possibilities of what we might need this year and let us know next meeting
 - An extra something for semi-formal? Nothing as of now.
 - Increase Scholarships? Not at this time.

- Band Trip - Vicki
 - Boosters can purchase the shipping for luggage & instruments which will be a benefit. Cost is approximately \$4500 each way.
- Senior Night – Connie
 - Steven is going to do photos & Mrs. Baxter will discuss the price for digital downloads.
 - Mrs Baxter will still do flowers and the boosters will put together food & drinks for parents.
 - Snacks and drinks for parents available on field during the 3rd quarter and we'll let the kids know to go to feed the band.
- King Frost Parade – Jason and Connie
 - Boosters will put together the usual snacks and drinks that we have done in the past.
- Holiday Ornaments –
 - Kathryn can run this again this year and will speak to David about the process.

Working Items

- Key Dates and Communications Calendar - Let Vicki know if anything is missing
- Fundraisers - Will add this item to the next meeting agenda.

Other Business

- Mrs. Baxter will prepare conflict of interest forms and have them for the next meeting.
- Uniform dry cleaning blitz this Saturday and they will be back by Friday.

Upcoming Key Dates:

- Football Game (vs. William Allen) 9/25 – THURSDAY
- First Flag Band Festival at Easton Area HS – 9/27 – SATURDAY
- Collegiate Marching Band Festival at J. Burney Crum Stadium – 9/28 - SUNDAY
- Football Game (Away vs. Dieruff) 10/3
- Football Game (vs. Allentown Central Catholic) – 10/10 HOMECOMING
- 250th Anniversary Navy/Marines Parade in Philadelphia – 10/13 MONDAY
- Football Game (vs. Emmaus) 10/24 SENIOR NIGHT
- King Frost Parade 10/25
- Choir Concert – 12/4
- District Band and Orchestra Auditions – 12/6
- Orchestra Concert – 12/11
- Chorale Concert – 12/14
- Band Concert – 12/18
- Semi-Formal January 10, 2026 - 6pm-10pm

Next meetings:

- 10/28
- 11/18 (4th Tuesday is week of Thanksgiving) – General Meeting

- 12/16 (4th Tuesday is week of Christmas)
- 1/27
- 2/24 – General Meeting
- 3/24
- 4/28
- Need budget meeting
- 5/26 - General Meeting? This is same night as Senior Orchestra Concerto Concert
- 6/23

Motion to adjourn meeting Vicki at 8:57pm. Seconded by Rick. Adjourned.