



Parkland Music Boosters Executive Board Meeting Minutes – June 23, 2026

Attendance: Vicki Ferrence Ray, Tina Lee, Valerie Durbin, Rick Whitmire, Kathryn Kravitz, Kevin Boger, Christie Polito, Emily Dauster, Lauren Jones

Meeting called to Order – Vickie Ferrence Ray at 7:34PM

Approval of last Meeting Minutes (5/19/2026)

Motion to approve by Kathryn Kravitz and seconded by Tina Lee. Unanimously Approved.

Treasurer's Report

- Tina reviewed changes since the last meeting
- Discussed the possible interest the Orchestra may have regarding assistance with Instrument rental fees for large (base) instruments during Orchestra travel to Italy/Europe (2026-2027)

Motion to approve by Rick Whitmire and seconded by Valerie Durbin. Unanimously Approved.

Director's Report

- No Director present

Old Business

- **Insurance Liability coverage** – Vicki reviewed changes from the previous insurance policy (provided through the Parkland school business office). The new policy agreement will now be directly through Music Boosters. The proposed new policy comes at an annual cost of \$1,438 and would allow greater flexibility and financial autonomy as this policy is not managed through the Parkland school business office. Policy coverage of both Property and Liability insurance, through Insurance provider: Selective
 - *Motion to approve purchase new provider of Insurance Liability coverage by Rick Whitmire and seconded by Tina Lee. Unanimously Approved.*
- **Purchasing** – none
- **Reimbursements** – clothing drive (Vicki) and button making supplies (Laura)
- **Reminder** – All exiting board members are reminded to complete any updates necessary to existing or new SOPs as soon as possible.
- **Fanfare and Tribute**

- There is a delay and this will not make the initial delivery date of end of June; Rick will send email to inform everyone who has made a purchase that there will be a slight delay. Printing costs for Fanfare and Tribute will fall in the next fiscal year.
- **Drum Corps International (DCI)** – Kevin will chair on Concession with Emily and Drew Dauster on Usher. Name tags including both first and last name are a requirement for all volunteer members. Ushers will be utilizing the parking/high-vis vests for uniformity and safety.
 - Discussed having DCI information sent as ‘Volunteer opportunity,’ by directors for existing students (not new incoming freshmen) and added to shared calendar.
- **President’s Projects** – Vicki reviewed the projects she has completed as part of organizing and updating the Music Boosters during her tenure as president, especially the full cleanout and relabeling of the concession stand. She also expressed the desire that the tradition continue with the next president (Rick) choosing his own special project to take on during his tenure in the role.

New Business

- Tina reviewed filings and dates – comments included 6 months following fiscal year end (June)
- Meeting Schedule – Tuesday July 28th for next executive meeting – in Band room 7:15pm
- Signer must be moved down to Vice President (Christie Polito) and Secretary (Emily Dauster) – President (Rick Whitmire) cannot have signing rights/access, or the Boosters would be open risk (LPL)
- Uniform fittings – Connie Baxter not present
- Membership – Discussed using a scannable QR code to help new members scan for the direct Parkland background check info page, and possibly have printed FAQ’s to assist
- Important documents binder (things that must be printed and located in Mr. Lerew’s office) – Project for Rick, Tina, Connie, Kevin. Also discussed how it might be best to manage the important documents binder as an annual update with a ‘rule of two’ – maintaining two identical copies, one stored with Director (Mr. Lerew) and the second kept with the Booster president (Rick)

Working Items

1. Band Show Shirt – discussion that show shirt no AI – Physical Garitifeti
2. Band Camp Meals
3. Concession stand cleaning – August 19th – 3pm-6pm (during band camp hours on the same night) – Discussion around possibly expanding to ‘Big Band Dog’ – Soda already at \$3, no need to increase

Upcoming Key Dates:

- DCI – 7/31– 6/1
- First day of Band Camp – 8/10

Other Business:

None

For the Good:

None

Next meetings:

7/28 – Executive Board Meeting: 7:15pm at the Band room

Motion to adjourn meeting by Rick Whitmire and seconded by Emily Dauster. Unanimously approved. Meeting adjourned at 8:56pm