



Parkland Music Boosters Executive Board Meeting Minutes – July 28, 2026

Attendance: Tina Lee, Valerie Durbin, Rick Whitmire, Christie Polito, Emily Dauster, Lauren Jones, Iris Epstein, Mr. Lerew, Mrs. Baxter.

Excused: Voula Papageorgiou, Kevin Boger

Meeting called to Order – Rick Whitmire at 7:15PM

Approval of last Meeting Minutes (6/23/2026)

Motion to approve by Valerie Durbin and seconded by Christie Polito. Unanimously Approved.

Treasurer's Report

- Tina reviewed changes since the last meeting, including Fanfare & Tribute

Motion to approve by Christie Polito and seconded by Iris Epstein. Unanimously Approved.

Director's Report

- Mr. Lerew gave update on processes that are moving during the summer in preparation for the new season. Discussed how Aug 13 and 19 may have a time change for the Band camp since facilities in the school may be needed for other events and/or construction. First game will be away, in New Jersey and it is unlikely that the new uniforms are not likely to be ready so dress code for the first game will be Band shirt and black shorts.

Old Business

- Insurance Liability coverage** – Vicki Ferrence Ray has sent Rance Block and insured insurance coverage was in place before exiting the Booster President role.
- DCI** - Box truck loading on Thursday night. Those who signed up will meet at the stadium at 4pm on Friday and Saturday to assist with unloading.
- Fanfare and Tribute** - Thank you Steven Lee for your hard work. Books went out at practice on Thursday night. Books held for students who were not there. Seniors had books mailed.
- Signers on the account** – Tina Lee, Emily Dauster and Christie Polito are now confirmed to be the only authorized signers on the Boosters bank account. Conflict of interest form for will need to be added and authorized in the next meeting
- Important Documents Binder** - Insurance policy, bylaws, title to the trailer and other important documents will have originals and/or acceptable copies secured within two (2) identical document binders. One to be stored within Mr. Lerew's

office, and the second to remain with Boosters President. It was further discussed that for the purposes of our insurance policy the binders should be expanded to have pictures and documented proof of all relevant Boosters assets. Rick Whitmire will be taking on the project for creating, managing and maintaining the Important Documents Binder(s).

New Business

- **Future meeting dates** (Executive Board and General Member meetings) – August 18th Parkland Booster Meeting 7:30pm – 9pm [General Meeting] notice needs to be sent out, it's required to be sent twice, Rick will be sending out to the required locations (Booster members)
 - **General Meetings:** November 17th 7:15pm, February 16th 7:15pm, May 18th 7:15pm [Annual meeting – Board Elections and 27-28 Budget Approval]
 - **Executive Meetings:** August 25th 7:15pm [during Band rehearsal]
- **DCI** – Iris Epstein reviewed that there will be 13 ushering, and there should be enough people for loading and unloading. Water, soda, and packaged snacks. At end of day Usher leads need to collect all the name tags.
- **Spirit Wear** – During the meeting Mrs. Baxter messaged Sydney Sherrier, and she replied 'Sydney messaged that she is working on this, the store should be up this week'
- **Trailer wrap** – (Kevin and Connie) Kevin had asked for a trailer wrap design in vector file, and Connie has shared it with Kevin and Norm via Google doc.
- **Boosters Membership**
 - Pricing plan – No changes from previous year
 - Marching Band uniform fittings – Mrs. Baxter gave an update; the sleeves were not constructed correctly so they have been sent back. But the pants also have construction issues that need to be addressed, so the company will be reviewing all pants and correcting the hem sizing. Another additional issue is the uniforms were bagged incorrectly. There was discussion about setting up the new shoe and shirt sizing during the next Freshman rehearsal (Tuesday, August 4th), all previous appointments have been canceled/changed to band shirt and shoe sizing only.
 - PHS Open House ideas – Tables in the back of the Mandatory Band Parent meetings. Multiple tables will be set up. Cash and check will be accepted in-person or in the Red Mail box.
- **Concessions** – Planning for fall (Kevin was not present)
 - Pricing increase – We discussed adding 'Big Band Dog' [\$5]. Discussed the soda ordering issues, and the possibility of reducing down the variety
 - Feed the Band Chairperson – Rick Whitmire suggested asking last year's chair people [Michele Barbiry and Kris Goorsky] to assist again.
 - Cleanup day scheduled August 19th, so there was a conversation about having a second date that Iris will be offering up as well
 - Trailer cleanup day – there will also be a 'map' for how to load, do clean up date was finalized for cleanup
- **Fundraising Chair**

- **Italy (Chorus)** – Gertrude Hawk Chocolates are currently with Mrs. Baxter. Boosters will purchase all of the existing bars from Mrs. Baxter, and Rick Whitmire will email Mrs. Lagan to coordinate students selling. Discussed the Mrs. Lagan has been invited to attend
- **Funds Now MUST be used for pre-panned trips during the same year only** – Per Mrs. Baxter there can be no fundraising during the year unless the student has an official trip scheduled during the calendar year. Discussed adding language to give disclaimer that funds are used for current year planned trip, or they will be moved to the Booster general fund
- **T-Shirt Sponsorship** – Message was sent out to Board members, but we are behind in sponsorships. Jack's Slice, and one other are currently signed up. Iris will create a spreadsheet so that we can better coordinate who is asked.
- **Elections – August General Meeting**
 - 9th grade Rep. – will be elected during August 18th
- **BAND CAMP (Iris)**
 - **Meals** – Iris reviewed the meals and sign up will be sent out for donations. Mrs. Baxter mentioned donations of PowerAid that she has. Branding has been updated on the menus.
 - **T-shirt contest** – Deadline is this week, sent out students (on Schoolage). This year's color will be red background. Entries are sent to Iris, and an anonymous message is sent to the directors, they make the final decision.
 - **Picnic vs meal at 1st home game** – Iris confirmed that Boosters does not always feed the band during the 1st game, and given the current budget this year will not be covered. Boosters will be feeding students for the 1st away game, and the Parade (Thanksgiving)
- **Thanksgiving Day Bus for Parents** – Prices for the bus has gone up. J and J \$1814 for 56 passengers. Trans-bridge is \$1600. Mrs. Baxter offered two additional coach bus operators for Iris to contact for quotes. Iris will work to find the lowest cost bid and secure the reservation with any necessary deposit as soon as possible.
 - *Motion to pre-approve up to \$500 of Boosters funds to be used for the purpose of deposit, to secure Thanksgiving Day Bus for Parents made by Iris Epstein, and seconded by Valerie Durbin. Unanimously approved.*

Upcoming Key Dates:

- Spirit Wear: end of July/Early August
- DCI: July 31st-August 1st
- Band Camp: August 10 – August 21
- Mandatory Band Parent Meeting: August 10, 7:30PM
- Preview Night: August 27th?
- First away football game: August 28th – *Confirmed: Feed the band is planned to be provided by Boosters*
- PHS Open House: TBD
- 8th Grade Band night: TBD

Other Business:

MARK YOUR CALENDARS!

October 4th-Colligate Marching Band

For the Good:

- Christie will be continuing to serve on the board, and she will be helping with the Senior Posters. There was discussion about the poster design, and how Nazareth has a very nice design. The only concern was to keep things consistent, so the decision was to have Christie make up a mockup and share at next meeting.
- Motion from Iris to donate \$100 to Sidney and family as a gift from the Boosters for her new baby
- Uniform fitting rescheduling will be sent out, several board members have offered to help and will assist Mrs. Baxer during dates/times to be requested

Next meetings:

- 8/18/2026 - 7:30pm - 9pm General Membership Meeting [Band room]
- 8/25/2026 - 7:15pm Executive Board Meeting [During Band rehearsal]
- 11/17/2026 - 7:15pm General Membership Meeting [Band room]
- 2/16/2027 - 7:15pm General Membership Meeting [Band room]
- 5/18/2027 - 7:15pm General Membership Meeting [Band room] - Annual meeting: Board Elections and 27-28 Budget Approval

Motion to adjourn meeting by Emily Dauster and seconded by Valerie Durbin. Unanimously approved. Meeting adjourned at 9:03PM