

Kailua Intermediate School Band Boosters – Meeting Minutes

Date: Monday, May 02, 2011

Location: Kailua Intermediate School - Band Room

Called to Order at 6:08 pm by Lisa Woods

Attendees: Kristi Kusunoki (Band Instructor), Lisa Woods (President), Loreen Farr (Corresponding Secretary), Nadine Andow-Chang (Recording Secretary), Debbie Kubota (Treasurer), Alan Kubota (Fundraising Coordinator), Matthew Chang, Bob Furukawa, Liz Kinsler, Steve Kodama, Joyce Larson, Pauline Nette, Mike Wolf.

Approval of Minutes: Motion was made by Alan Kubota, seconded by Liz Kinsler, to approve the minutes of the April 11, 2011 Booster meeting. Motion carried.

Officers Reports:

Treasurer – Debbie Kubota

- ✦ 05/02/11 Deposit of \$88.70 – Breakdown: 7-11 Coupon Books \$67.00, Auntie’s Ono \$15.00, Recycled bottles from Maui Waena potluck \$6.70.
- ✦ 04/20/11 Cash used from 7-11 Coupon Book sales in the amount of \$109.00 to reimburse: Nadine Andow-Chang \$31.00 for lei & gift bags for Maui Waena exchange and Lisa Woods \$78.00 for candies for the Maui Waena exchange.

- ✦ The following four (4) checks were written for a total of \$1,162.37:

<u>Date</u>	<u>Check #</u>	<u>To Whom</u>	<u>Amount</u>
04/11/11	#138	American Red Cross	\$ 350.00
04/20/11	#139	Advert. Promotions Pacific	\$ 390.36
04/21/11	#140	Gomes School Bus	\$ 354.00
04/21/11	#141	Loreen Farr (pizza)	\$ 68.01

Motion made by Pauline Nette, seconded by Liz Kinsler to approve the above listed checks written. Motion carried.

- ✦ Debbie will come to the 1st Booster Meeting of the 2011-2012 school year to turn over the financial information to the “new” booster treasurer.
- ✦ Debbie will look into a possible “new” bank for the booster account for the next school year. Our present bank, Territorial Savings Bank, has not been the best of banks. Central Pacific Bank was suggested since we need a 2 signature per check account.
- ✦ Students will be able to use their “account” to pay for their Band Banquet Ticket.
- ✦ Fundraisers for the 2010-2011 school year so far has made \$17,066.17 with a profit of \$10,184.61 before taxes.
- ✦ Current Checking Account Balance = \$14,886.67

Motion made by Liz Kinsler, seconded by Steve Kodama, to approve the Treasurer’s Report. Motion carried.

Band Booster Officer Positions for 2011-2012

- ✦ President: Lisa Woods (carrying on through next school year)
- ✦ Vice President: _____
- ✦ Treasurer: _____
- ✦ Corresponding Secretary: Joyce Larson (motioned by Pauline Nette, 2nd by Bob Furukawa, moved)
- ✦ Recording Secretary: _____
- ✦ Fundraising Coordinator: _____
- ✦ Webmaster: _____

Current Corresponding Secretary - Loreen Farr, recommended that next school year this position would be a lot easier if the *chairperson* from each fundraiser do their own direct email corresponding/coordinating for their event.

Committee Reports:

Rummage Sale / HI-5 Recycling Drive (April 2nd) – Lisa Woods

- ✦ Recycling Drive – We are still waiting for a check from Reynolds Recycling.
- ✦ Donation made from the rummage sale, to the Red Cross for Japan relief \$350.00. Picture of the kids in “Hawaii Marine” newspaper.

7-Eleven Coupon Books – Glannie Kodama (Kristi Kusunoki reporting)

- ✦ 4 students have not turned in their money yet.

Winter Concert Performance CD – Bob Furukawa (Kristi Kusunoki reporting)

- ✦ All the students have turned in their permission forms
- ✦ We are now able to sell DVD/CDs.

Upcoming Events (by date) – Kristi Kusunoki

Purchasing Instruments:

- ✦ 26” Timpani: bid quote \$2,887.52
- ✦ Auxiliary percussion instruments – Bass drum mallet: \$76.14

Parade of Bands (May 7th) 9:00 am – 1:00 pm

- ✦ Meet at KIS at 9:00 am / buses leave at 9:15 am
 - ✦ Parents vehicles will transport the larger instruments that won't fit on the buses
 - ✦ Beginning Band begins performing at 10:30 am
 - ✦ Advance Band begins performing at 11:15 am
 - ✦ Students need to bring water bottle and snack for themselves
 - ✦ Return to KIS at 12:30 and dismissed at 1:00 pm
- Boosters to pay for the following Parade of Bands expenses (approx. \$):*
- ✦ School buses: \$182.00 previously approved, may be more for the 2nd bus
 - ✦ Loan fee for the percussion instruments: \$50.00

Aloha Concert (May 15th) 4:00 pm

- ✦ 92 students
 - ✦ Need: sandwiches for snacks / approximately 11 sandwiches per loaf (10 loaves), bottles of water, coolers, ice - Loreen Farr to contact parents for donations.
 - ✦ Start loading instruments into the U-Haul at 12:45 pm
 - ✦ Students will eat sandwich snacks before concert during other bands' rehearsal i.e. beginning band eats while advanced band is warming-up and vice-versa
- Boosters to pay for the following Aloha Concert expenses (approx. \$ amount):*
- ✦ 2 school buses: \$320.00
 - ✦ Safety officers: \$125.00
 - ✦ Lighting tech: \$43.00
 - ✦ 2 - Sound techs: \$40.00 x 2 = \$80.00
 - ✦ Castle High School auditorium: \$160.00
 - ✦ U-Haul & Gas: \$125.00

Band Banquet (May 20th) 5:00 pm – 9:00 pm OPTIONAL EVENT

- ✦ Held at Luana Hills Country Club
- ✦ Student money due May 4th
- ✦ Boosters to pay for the D.J. - 3 hrs. (6:00 p.m. – 9:00 p.m.) cost about \$350.00
- ✦ Students can use money from their fundraiser individual "student" accounts to pay for their banquet ticket(s).
- ✦ Asking for prizes – Gift cards wanted most. Loreen to send out email asking parents for donations
- ✦ If there aren't enough prizes, boosters will donate money for prizes.

The band boosters agreed to pay the above listed expenses with the understanding that the amounts are approximates and there may be more expenses for:
Purchasing Instruments, Parade of Bands, Aloha Concert & Band Banquet.

Motion was made by Loreen Farr, seconded by Lisa Woods, to approve the above listed expenses. Motion carried.

Meeting Adjourned by Lisa Woods at 6:59 p.m.
No scheduled meeting, ending of school year.
Minutes submitted by: Nadine Andow-Chang