

## Meeting Minutes NOTES

### Kailua Intermediate School Band Boosters

#### Band Booster Meeting

September 14, 2015

**Location:** Kailua Intermediate School (KIS) Band Room

**Called to order:** 6:30 pm by Leila McLaren

**Attendees:** Kristi Kusunoki (Band Director), Leila McLaren (President), Maris Jones (Treasurer), Lori Matsushita (Recording Secretary), Janice Sedgwick (Corresponding Secretary), Rory Sedgwick, Tamara Montoya, Dina Turner, Glannie Kodama, Warren Hanoa, Darren Tanaka, Dina and Joe Quanico, Joan Fang, Mona Guillermo, Russell Yoshida, Lovanne Avina, Dana Fukunaga, Michele Henrie, Julie Wiggett, Kristin Cleveland, Joyce Larson, Vanessa Pickart, Brenda Jensen, Steven Marcus, Robyn Nagli, Susan Armstrong, Marisa Curtis, Carol Tribbey.

**Approval of Minutes:** The minutes of 17 August 2015 were approved. L. McLaren proposed the posting of unapproved meeting minutes (notes) on the KIS Band website. This would allow band booster members to review minutes, especially beneficial to those unable to attend the meeting. There were no objections by the band boosters. L. Matsushita will begin posting meeting notes from this meeting (9/14) forward.

#### Treasurer's Report

M. Jones presented the Treasurers Report. Income from August 1 – September 8 totaled \$4,384.00 (this includes \$3,404.00 from Agnes' fundraising and \$980.00 membership dues). Total profit from Agnes fundraiser will change, depending on how many tickets are redeemed. New expenses: insurance for the school year (\$205.00); reimburse Ms. Kusunoki for KIS band website, covers 2 years (\$80.00); music stands and cart (\$825.36); deposit for advanced band camp (\$2,000.00); band social (-\$48.06....brought in more than spent, but have not reimbursed Ms. Kusunoki yet). Net income was \$1,321.70. Current balance as of September 8, 2015 was \$12,213.86.

#### Agnes' Portuguese Bake shop Fundraiser: August 17 – September 4

The student ticket sales for Agnes' Portuguese Bake Shop is officially over. However, there are less than 100 tickets left and the band booster officers will continue to sell tickets at booster meetings and via email ([kisband.hawaii@gmail.com](mailto:kisband.hawaii@gmail.com)). As of tonight, we have sold 531 tickets for a total of \$3,717.00. If all 531 tickets are redeemed, the band boosters will earn 50% or \$1,858.50. The band boosters will earn 100% of all sold tickets not redeemed by December 31, 2015.

#### Sandy Beach – Ka Ipu Aina Matson Grant Summary

Ms. Kusunoki presented KITV news clip of KIS band students at the Sandy Beach cleanup. There were 25 KIS band students who participated in the cleanup (70 people total). The band boosters earned \$1,000.00 for this Matson grant.

#### Band Student Luau Social and Movie Night Summary

Per Ms. Kusunoki, 65% of the band students attended the social/movie night. More students dressed in costume for this event than any other band social. There was a costume contest and the winner received a \$15.00 gift card. Dinner was catered by band student, Elijah Kekaula's family ("Pomai Kulolo"). The band boosters have approved the \$48.60 reimbursement to Ms. Kusunoki for additional event expenses (juice, balloons for activity, and \$15.00 gift card).

#### New Volunteers – Thank you!

- Vice-President: Joe Tribbey, 7<sup>th</sup> grade band parent. Joe is currently deployed and his wife, Carol Tribbey, will fill in.
- Fundraising/Grant Writer – Kate Lloyd and Marisa Curtis
- McDonald's Nights: Robyn Nagli chairperson. Still looking for a 7<sup>th</sup> grade parent(s) to co-chair with Robyn.
- Winter Concert, December 11:
  - Silent Auction – Brenda Jensen and Dina Quanico
  - Dinner and drink sales – Tamara Montoya
  - Bake Sale – Joyce Larson and Shawn Domingo
  - DVD presale – Bob Furukawa
- Carwash coordinator: Julie Wiggett (see Advanced Band trip fundraising below)
- Band Camp (Advanced Band): Camp Chef – Terrilyn Bush.

## Meeting Minutes NOTES

### Kailua Intermediate School Band Boosters

#### Band Booster Meeting

September 14, 2015

#### Band T-Shirt Contest/Ordering

Band student, Jackie Le, has won the t-shirt design contest. Rory and Janice Sedgwick have set up online orders for the band t-shirts at [www.kisband.org](http://www.kisband.org). Deadline to order t-shirts and drawstring bags is September 19<sup>th</sup>. All students attending the band trip are required to purchase a band t-shirt. Band t-shirts may be worn as a KIS uniform.

#### Purchases/Repairs

The Manhasset music stands and (1) music cart has been purchased and delivered.

Mr. Hasuko, former band director at Kawanakoa Middle School, has been volunteering his time with the KIS band students. He has also been teaching Ms. Kusunoki how to do in-house instrument repairs. Ms. Kusunoki will put in a purchase order for instrument repair tools. If it is not approved by the school, the band boosters has approved the purchase for \$580.00 + shipping/handling.

#### Band Room Renovation/Restoration/Cleaning

No renovation/restoration/cleaning required at the moment. However, Ms. Kusunoki requested help installing a vise to be used for instrument repairs. Kristin Cleveland has volunteered her husband's help.

#### Advanced Band Trip Fundraising

The question has come up regarding fundraising for the advanced band trip. All fundraising organized by the band boosters benefits the KIS band program and all band students (at the moment, there is no fundraiser dedicated to the advanced band trip). Ms. Kusunoki suggested a designated fundraiser for the advanced band trip that does not involve ticket sales. It would be expected that all students who plan to attend the trip would help with this fundraising event. There were no objections by the band boosters to designate a carwash fundraiser for the advanced band trip (the carwash was not included in this school year's budget). Julie Wiggett, 8<sup>th</sup> grade parent, has volunteered to chair this fundraiser (M. Jones to provide any helpful information from last year's carwash).

There is \$1,200.00 in the budget for Ms. Kusunoki and Mr. Hasuko's band trip expenses. Due to recent issues with the State Ethics Commission and funding of teachers' educational trips, Ms. Kusunoki has opted to pay for her own band trip expenses.

#### Grant Opportunities

Marisa Curtis has done initial research on grants. There are grants offered for specific needs or events (ex: instrument repairs/tools, band camp). There are also available grants by corporations that prefer employee sponsorship and local giving grants, sometimes field trip specific. Please contact Marisa at: [marisacurtis@me.com](mailto:marisacurtis@me.com) if you have ideas or have a connection to a charitable organization.

#### Upcoming Events

- Kailua High School homecoming (Advanced Band): Saturday, September 26
- Kailua High Activity Day (Advanced Band): Saturday, October 17, 12-3pm
- McDonald's Night Fundraiser (All): Friday, October 23, 5-8pm. R. Nagli circulated a signup sheet for McDonald's Night chaperones. Parents are encouraged to spread the word via Facebook, family and friends...the band boosters will receive a percentage of all sales during the 3 hour period.

**Next Meeting:** The next meeting will be held Monday, October 26 at 6:00pm, Band Room.

**Meeting Adjourned:** L. McLaren adjourned the meeting at 7:28 pm.

**Minutes submitted by:** L. Matsushita