

O'Connor Band Boosters
Booster Membership Meeting

Tuesday, February 7, 2023

Executive Board Member Attendees: Jennifer Wall, Amber Klecka, Matt Thompson, Stephanie Logback, Melinda Knysz, and Shannon Wilk.

Booster Attendees: Danny Wayt, Matt Karam, Marianne Karam-Mell, Jeff Knysz, Jennifer Ayala, Valerie Villarreal, Valerie Darling, Lynnette Frausto, Mike Hinojosa, Bryan Morgan, Nina Bittle, Larry Bittle, Monica Dones, Rose Mary Morgan.

- I. Call to Order – 7:02 pm-Unable to meet Quorum due to insufficient members present.
- II. Approval of the minutes-January meeting minutes have been approved by reader's committee and posted online Ocpantherband.com under the Boosters section. Minutes are password protected. Please email the secretary, Shannon Wilk, at secretary@ocpantherband.com
- III. Reader's committee for February minutes are Valerie Villarreal, Valerie Darling and Marianne Karam-Mell.
- IV. Treasure Report- Marisa Flores-Mascorro was not present due to a family emergency. Ending balances for Band accounts have been provided. If additional information is needed, please email Marisa Flores-Mascorro at treasurer@ocpantherband.com

January 1, -January 31, 2023

Randolph Books Federal Credit Union Ending Balance as of 1/31/2023, \$19,080.74

Money Market Ending Balance as of 1/31/2023, \$10,990.12

Question was asked when we are going to get monthly itemized reports of the booster budget.

President informed booster member to email the treasurer at treasurer@ocpantherband.com to obtain and itemized financial report. The itemized budget will also be posted to the band website under the booster section. The booster section is password protected. The password changes monthly so please email the secretary, Shannon Wilk, at secretary@ocpantherband.com to request the password.

Question was asked if we can get an email or notified when the balance sheet is available.

President informed booster member that we can't send out a mass email due to not all band parents are booster members and only booster members are able to access the booster section on the band website.

Question was asked by concerning past due invoices from previous years, 2018-2019.

President informed booster member that all bills need to be paid.

Question was asked by concerning financial transparency. We need to see a summary of transactions. What is going to budget and non-budgeted items. Budget should be public so booster members can talk about future plans.

President informed booster member that the budget will be posted on the band website.

V. New Business

- Nomination Committee-people who are appointed to the committee to receive the nomination forms for board positions for 2023-2024. The nomination committee 1 board members, 3 committee members and 2 alternates. We could not vote due to not meeting quorum.

Question was asked if you can run for a board position and be on the nomination committee.

President informed booster member that yes, you can.

VI. Old Business

- Dissolving of Financial Reconciliation committee

Question was asked In September there was a motion to have a financial reconciliation committee, we have exceeded the 60-day time frame. CPA still had OC band books in order to file OC band taxes.

President responded as an appointed position, President has the authority to dissolve committee.

Question was asked why is the committee being dissolved if an update had been provided that we could not do the reconciliation since the files were at the CPA.

President stated there were instances where the confidentiality chain was broken and it's past 60 day time frame. The reconciliation needed to be done at the end of the year May or June. The purpose of the financial reconciliation committee is to compare the receipt to a budget line-item transaction. Booster members can request the books from the treasure to review.

Question was asked if we as boosters agreed to have a reconciliation committee, does the president have the ability to override that.

President responded that since it was an appointed committee she does indeed have the authority to dissolve the committee. We have the CPA doing our books as a financial reconciliation and our bylaws state that having the financial reconciliation committee is redundant. There can be a financial committee it however, it needs to be at the appropriate time. The financial committee was dissolved for several reasons including confidentiality was broken and a member of the committee was acting on behalf of other parents which is not allowed.

- Fiesta Medals

Fiesta is at the end of April. The board has decided to give the students the opportunity to draw a fiesta medal and we'll vote on their designs. The contest will conclude at the end of February and the medals will be made in March.

VII. Director's Report

- Email was sent out February 6th. If you are not receiving the emails, please let Mr. Alvarado know. Refer to charms emails for more information on upcoming dates.
- Indoor Drumline just competed and came in first! Their next competition is the second weekend of March in Houston.
- Winter Guard is doing an awesome job. We are proud of them as well.
- Varsity Guard's next competition is February 18 in Madison. Floors and props have come in for both guards.
- We entered two ensembles UIL Chamber Festival. Both ensembles are going to State Finals for their Chamber groups. More information is coming.
- We are getting ready for next year's show already. Mr. Alvarado and staff have a meeting Thursday with the design team. Hints and clues will be added to social media once the show has been decided.
- We need parent involvement for props.
- Everything we do has purpose and we don't do anything just for the sake of doing it.
- Return member meeting will be announced in the next few weeks. Goal for that meeting is for parents to know two major things: What are major events will be attending and how much will it cost.
- We have already paid for the deposit for BOA San Antonio and BOA Houston. We will not be attending BOA McAllen.
- This is the time for students to be preparing for next year.
- Football game against Brandeis is the Saturday before school starts.
- Any questions, please come talk to us and we will do our best to help with any answers you need.

VIII. VP1- Concessions

- 7 concessions coming up between now and the end of March.
- Students can obtain NHS hours for working concessions.
- Sign up genius will go out so please sign up for the shifts that work for you.

VP2 – Chaperones/Uniforms

- February 15 from 9-1, we will be fitting kids that do not have their concert uniforms. Please volunteer if you can.

VP3- Move Crew

- February 17 Varsity Winter Guard will have a practice. We will need move crew help at 7pm.
- February 18 Varsity Winter Guard Competition at Madison. We will need move crew help moving 16 ladders and floors.
- March and April will be busy.
- There is an Indoor What's app group that Matt will put together.
- Future business: Finishing up renovations to the truck and possible fundraising for a new trailer and starting props for next year.
- Add grip strips to the ramps for the trailer.
- Praise for volunteers for Winter Guard competition we hosted.

VP4- Food Service

- Band Banquet-Kids on voting on the theme which is between Masquerade, 80's, Greek, or Enchanted forest.
- Saturday, May 27th at Pedrotti's Ranch
- Passed around volunteer signup sheet.
- Contacted 17 places to find venue that could accommodate the number of attendees as well as a date that did not interfere with prom.
- Pedrotti's was the best and least expensive option.

IX. Meeting adjourned at 7:36 pm