

PENNSBURY INSTRUMENTAL MUSIC BOOSTERS MEETING

MEETING MINUTES

August 24, 2009

E-board in attendance: Shelly Puchatz, Dave Willard, Stan Gursky, Chris Herbst, Pam Castellanos, Frank Mazzeo

Handouts on table: Agenda, list of upcoming activities, Treasurer's Report, Calendar (August-November), Duffle Bag Order form, Fundraising packet

Meeting called to order by President Shelly Puchatz at 7:03 p.m.

President's Report (Shelly Puchatz):

- Officers were introduced:
 - Dave Willard – 1st Vice President
 - Stan Gursky – 2nd Vice President
 - Chris Herbst – Treasurer
 - Pam Castellanos – Secretary

- Committee Chairs were introduced:
 - Paul Adler – Membership
 - Maureen Sporek – Activities (including Family Picnic)
 - Nancy Roberts & Risa Gavin – Refreshments
 - Rachel Romano – Phone Chain
 - Debbie Aleva – Band Buddies

- Purpose of phone chain was explained; it will be tested to ensure accuracy.

Treasurer's Report (Chris Herbst):

- Printed report (handout) includes tentative final budget for 2008-09 and current year budget (2009-10)

- Key budget items were explained - budget items are group into two major categories: Operations and Band Support and Project, Events, Training and Other Activities
- Motion to accept budget tentative final budget for 2008-09 (P. Adler; K Gibbon2nd)
- Current year budget expenditures to date (8/19/09) total \$3,572
- Motion to accept 2009-10 budget (P. Adler; K. Berry, 2nd)
- New procedures for spending and receipt controls were explained. Historically, two signatories were provided on checks; however, change in law makes this requirement moot. Therefore, E-board decided on two measures to help ensure controls: signatories will be bonded and the Boosters President (S. Puntchatz) receives and reviews all bank statements, apart from the Treasurer (C. Herbst).

Q: Is the policy being changed because the Boosters plan to make electronic payments?

A: Policy was changed to help ensure fiscal accountability. The Boosters do anticipate making electronic payments in the future.

Calendar of Events (Shelly Puntchatz):

- Calendar items for September were highlighted. Full calendar is on website: www.pennsburybands.org
- Family Picnic scheduled for Sunday, September 13th at Core Creek Park. Registration form for picnic will be posted on website. Families encouraged to attend.
- Next Boosters meeting on September 21 at 7:00 p.m.

Marching Band Festival (Dave Willard):

- Festival will take place on Saturday, October 11, beginning at 6:00 p.m.
- 5 bands are participating: Cherry Hill East, Council Rock North, Council Rock South, Neshaminy and William Tennent
- Every band family needs to be actively involved in the Festival. Sign up forms were distributed and need to be completed by all.
- Time slots for volunteers will only be 1-2 hours in length.
- Festival Chairs planning meeting scheduled to follow this Boosters meeting

- Festival Program Book is great fundraising opportunity. Program includes ads from businesses and individuals. Student ads are popular and are great way to recognize your child. Ad forms are on website at <http://www.pennsburybands.org/PDFs/festival.pdf> Ad forms need to be submitted by September 15th. This is prior to next Boosters meeting – forms should be mailed to Boosters PO Box; ads can be e-mailed to Dave Willard at david@pennsburyboosters.org

Fundraising (Stan Gursky/Pam Castellanos):

- Thanks to Gerri Matosky for coordinating the Giant cards. Need to identify parent to take this over as Gerri is parent of a senior. Amy Watts purchased a gift card that pushed sales over the \$100,000 mark; Amy was awarded a Giant fabric grocery bag in recognition.
- Need parent to start Shop Rite card program.
- Duffle bag order forms are available – bags are great way for students to keep their clothing and other personal items as they travel to Marching Band events. Duffle bag orders must be placed by Friday, August 28th. Cost of bag is \$20 – check only, no cash. Contact Michelle Gursky at 215-493-4127 with questions. Place order form and check in President’s mail slot (in band room area).
- Fundraising packets will be distributed at Booster meetings each month. This month’s items are: Yankee Candles, Fisher pot pies, gourmet food and coffee items and Avon.
- Gertrude Hawk candy will be delivered after band camp on Thursday, August 27th. Look for Lisa Meyers in East parking lot.
- Drive One 4 Ur School is a fundraiser sponsored by McCafferty Auto Group. Information will go out via e-mail and with students. Event will be held on October 10th from 9:00 a.m. to 5:00 p.m. in East parking lot. For every licensed driver who takes test drive, Ford will award \$20 to Boosters, with amount to be split between students and general fund (details will be provided). Contact Pam Castellanos – pam@pennsburybands.org for more information and to volunteer to help.
- Q: Will there be any fundraisers in local restaurants?
A: Yes, there can be but volunteer(s) are needed to coordinate them.

Band Director’s Report (Frank Mazzeo):

- Band will take trips every two years.

- Types of band uniforms were explained – there are four different types (details in Band Handbook).

- Types of programs were detailed:

Curricular bands: 9th grade, Concert and Symphonic

Co-curricular bands: Jazz and Lab Jazz bands, Marching Band

Extracurricular: small group ensembles (e.g.: for Holly Night)

- Band schedule was reviewed.
- August 28th, prior to first performance at football game, a Marine inspection of band will be conducted. (Pennsbury Marching Band is modeled after the President's Marine Band.) Also, officer pinning ceremony will be conducted at 6:00 p.m.
- London trip – Passport Day will be held (date TBA). Note: passports needed to be valid until June 3, 2010 so make sure that passport date covers time period through 6/3/10.
- Jazz band auditions will be held on September 8 (rhythm), 15 (sax, tuba) and 22 (trumpet, trombone) at 3:15 p.m. in the band room.
- September 25th – Middle School band students performance
- May 24, 2010 – Kimmel Center Concert (Concert Band and Symphonic Winds)
- Pennsbury was contacted by the Tournament of Bands (TOB) organization to possibly host a regional festival. Likely date: October 31st. This is an opportunity to make money for our band.) Final decision will be made after meeting with TOB officials.
- London trip: Parade will begin on January 1st near Piccadilly Circus and conclude at Big Ben. Pennsbury MB will be featured stop for one minute. Parade is expected to be shown through feed to local stations in our area (7:00 -10:00 a.m. EST)
- Band will stay at the Hilton Metropole hotel. Itinerary to be finalized. Trip will include Pennsbury Concert Jazz Band performance at St. John's Cathedral. Mr. Mazzeo will present trip details to band students this week.
- Parents can view Marching Band rehearsal again this Friday, August 28 beginning at 11:30 a.m. (outside near football field)
- Student pictures will be taken morning of August 28th. NOTE: Rescheduled to 9/3/09 due to rain.
- Band camp T-shirts will be sold.

Other Items (Shelly Puchatz):

- Boosters awarded a \$500 scholarship to 2009 graduate Ben Lupinacci. Ben wrote letter to Boosters, thanking them for the scholarship and indicating that band was a life-changing experience.
- Band Buddies meeting will be held following Boosters meeting for parents of new Marching Band students.

Motion to adjourn meeting at 7:50 p.m. (K. Berry, Jeff Sibner 2nd)

Respectfully submitted,

Pam Castellanos

Boosters Secretary

August 24, 2009