

## GMB General Meeting Agenda

Call to order

Approval of previous meeting minutes

### Board reports:

- President
- Service and Support
- Fundraising
- Treasurer
- Secretary

### Director reports:

- Band
- Choir
- Theatre

### Committee Reports:

- No committees at this time
- We will be forming both the Band Camp and the Invitational committee tonight. If anyone is interested in getting involved in either one or both of these committee's, please stick around after the meeting to give us your information and we will be happy to have your assistance.

No July meeting

Next Meeting will be August 16th @ 6pm

JUNE 21<sup>ST</sup> GRANT MUSIC BOOSTERS MEETING

BARB DEVOS

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Jade Merifield

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**Grant Music Boosters**  
General Meeting Minutes

**June 21, 2018** - High School Band Room

In Attendance: Dave Howell (President), Kelly Devine (VP of Fundraising), Stephanie Howell (VP of Service & Support), Robi Anderson (Treasurer), Todd Merrifield (Secretary)

Absent: Ryan Broome (Director), Lukas Sweers (Director)

Meeting opened by Dave at 6:01pm

Motion to approve the previous general meeting minutes:

- 1st: Stephanie
- 2nd: Todd

**I. President Comments**

1. Meetings moving forward focused on presenting information to attendees — not an event to create, develop, or “hash out” items
  1. Input is still needed and welcomed — we’re trying to build a more refined, efficient process
  2. Committees & Volunteers are welcome at all levels
    1. This is where the development for programs will be made, followed by decision by the board, followed by notification to the general population
2. Introduction of the new board
3. The GMB Mission Statement
  1. Filling fine arts needs from K through 12
  2. We need to build our funds back up to accomplish our upcoming goals
4. Meetings will be kept to 45mins - 1hr

**II. VP of Service & Support Comments**

1. Uniforms - concert tuxes have been washed and will go back into inventory
2. Competition Schedule & Football Games
  1. Food & Server volunteers are needed
  2. On- and Off-Field Equipment Mover volunteers are also needed
  3. We have two trailers — Drivers with appropriate vehicles for towing are needed
  4. Sign-Ups for all positions will be available soon

**III. VP of Fundraising Comments**

1. Need to establish a list of volunteers — Call out
  1. Do we use email or phone?
2. May Fundraisers:
  1. 31 Bags has closed — sales at 2 events
    1. Net profit: \$577.50
  2. Millionaire Parties in May grossed \$1,295
    1. Net profit: \$630.25
3. New Fundraisers:
  1. As Westgate has closed Poker Room, we are moving to Lincoln Country Club
    1. 3 Day events - Friday to Sunday (Fri & Sat: 4pm to 1am — Sun: 4pm to midnight)

2. Lincoln has indicated that normal profits are between \$1,500 and \$2K per event
3. Signup Genius will be employed to coordinate volunteers for future events
2. SCRIP — benefits of SCRIP program and ease of online purchases discussed.  
Contact Kelly with questions
3. Amazon Smile (prime) — great opportunity to help GMB
4. Grant High School Marching Band Invitational — September 29, 2018
  1. Currently working on sponsorships and advertising
  2. Input welcome & volunteers needed
5. We want to focus on fundraisers being “Needs Specific”
6. Small Scale:
  1. Cookies & Punch at concerts/exhibits — with volunteers
7. Large Scale:
  1. 50/50 Raffle drawings during football season
  2. Golf Outing for 2019 - with potential hole sponsorship, raffle, etc.
  3. Tiger 52 Raffle — 3 months of sales, followed by 52 weekly drawings (pending necessary sales numbers)
8. Would also like to look into Student-Led Fundraisers — car washes, etc.

#### **V. Treasurer Comments**

1. Fund Balance Report
  1. Century Resources numbers are done and have been dispersed to appropriate accounts
  2. General Fund monies were also moved to help strengthen HS Band fund
2. Spirit Wear money is still trickling in
3. Two High Schools have paid their Invitational Fee: Newaygo & Mount Pleasant
  1. Currently expecting 7 schools participating
  2. Payment deadline is usually 1 month prior to the event

#### **VI. Secretary Comments**

1. Communication is primary focus
2. New Website is in development, including:
  1. Volunteer sign-up forms
  2. Calendar of events and expectations
  3. Program News and Documentation
  4. Boosters Documentation & Minutes

#### **VII. Choir/Theater Report**

1. “Hunchback” will be the large production this year — first two weeks in March
2. Choir uniforms have been purchased by the school
  1. Sizing volunteers will be needed in the first days/week of school

#### **VIII. Additional Commentary**

1. High School Marching Band Camp
  1. Currently looking at 64 - 68 kids — depending on some that may be moving
  2. 16 students in the color guard
  3. Band Camp will be “on-site” this year
    1. 8am to 10:30pm, July 30 to Aug 3
    2. Middle School use is available
    3. Dave is working with the Admin to see about the school providing lunches

4. Evening meals provided by the boosters — volunteers needed
5. Dave is working to get final numbers from Ryan this week
  1. Costs include music, drill, instructors, etc.
  2. Without knowing lunch information, current numbers look like \$425 for camp & season fees
  3. At the time of the meeting, no formal deadlines or fees are known
6. General meeting attendees indicate frustration with lack of communication and concerns about pending deadlines
2. General explanation regarding the difference between boosters and school programs — ownership, responsibilities, etc.
3. Dave is looking to create two committees, and needs volunteers for each:
  1. Band Camp Committee
  2. Invitational Committee
4. Receipt books have been purchased and will be available for any transactions at boosters meetings, etc.

Next meeting is scheduled for August 16, 2018 @ 6pm

Meeting closed @ 7:20pm

Respectfully submitted,

Todd Merrifield  
*Secretary*

Grant Music Boosters  
Fund Balance Report  
June 21, 2018

2016 Band Capital Drive		\$ 1,700.00	
Band Fund	\$ 0.00		
HS Band	-\$ 3,236.88		
MS Band	\$ 4,219.33		
Total Band Fund		\$ 982.45	
ChoirFund	\$ 0.00		
HS Choir	\$ 1,748.09		
MS Choir	\$ 3,513.71		
Total Choir Fund		\$ 5,261.80	
Financial Grant Fund		\$ 1,084.43	
General Fund		\$ 3,218.08	
Invitational Fund		\$ 1,500.00	
Student Accounts		\$ 2,606.35	
Theater Fund		\$ 1,296.62	
Total Fund Balance			<u>\$ 17,649.73</u>
General Checking Account		\$ 13,009.36	
Millionaire Party Checking Account		\$ 4,331.94	
Savings Account		\$ 308.43	
Total Bank Accounts			<u>\$ 17,649.73</u>

**Recent Fundraisers Report**  
**June 21, 2018**

**Century Resources Fundraiser**

**March 2018**

	<u>HS Choir</u>	<u>MS Choir</u>	<u>HS Band</u>	<u>MS Band</u>	<u>Total</u>
Total Collected (including donations)	\$ 3,105.00	\$ 6,201.00	\$ 1,484.42	\$ 8,501.00	\$ 19,291.42
Cost of Goods Sold	\$ 1,921.93	\$ 3,807.70	\$ 1,045.68	\$ 5,209.09	\$ 11,984.40
Gross Profit	\$ 1,183.07	\$ 2,393.30	\$ 438.74	\$ 3,291.91	\$ 7,307.02
Financial Grant Fund Contribution	\$ 59.15	\$ 119.67	\$ 21.94	\$ 164.60	\$ 365.35
Net Profit this fundraiser	\$ 1,123.92	\$ 2,273.64	\$ 416.80	\$ 3,127.31	\$ 6,941.67

**31 Bag Sales Fundraiser**

**May 2018**

Gross Sales	\$ 1,510.00			
Cost of Goods Sold	\$ 960.00			
Gross Profit		\$ 550.00		
Financial Grant Fund Contribution		\$ (27.50)		
Net Profit this fundraiser			\$ 577.50	

**Millionaire Party Fundraiser**

**May 2018**

<b>Deposits</b>				
May 24	\$ 890.00			
May 25	\$ 858.00			
May 26	\$ 769.00			
May 27	\$ 197.00			
Total Deposits		\$ 2,714.00		
<b>Expenses</b>				
A-1 Bingo	\$ (1,219.00)			
License Fee	\$ (200.00)			
Total Expense		\$ (1,419.00)		
Gross Profit			\$ 1,295.00	
Financial Grant Fund Contribution			\$ (64.75)	
Transfer to Student Accounts for Workers			\$ (600.00)	
Net Profit this Fundraiser				\$ 630.25





Summary of Transactions by Fund

	Beginning Balance	Transactions this Period	Ending Balance
2016 Band Capital Drive	\$1,700.00	\$0.00	\$ 1,700.00
Band Fund	\$0.00	\$0.00	\$0.00
HS Band	\$ (10,133.58)	\$ 6,888.70	\$ (3,244.88)
MS Band	\$1,002.02	\$ 3,217.31	\$ 4,219.33
Choir Fund	\$0.00	\$0.00	\$0.00
HS Choir	\$524.17	\$ 1,123.92	\$ 1,748.09
MS Choir	\$1,240.00	\$ 2,273.63	\$ 3,513.71
Financial Grant Fund	\$756.83	\$ 327.50	\$ 1,084.43
General Fund	\$8,028.37	\$ (4,810.45)	\$ 3,218.08
Instructional Fund	\$7,983.03	\$ (6,403.00)	\$ 1,580.03
Student Accounts	\$2,036.35	\$ 570.00	\$ 2,606.35
Theater Fund	\$926.23	\$ 370.39	\$ 1,296.62
Total Fund Balance	\$14,171.70	\$3,478.03	\$ 17,649.73

Bank Account Balances at June 21, 2018

Savings Account	\$308.43
Mutual/Retire Party Account	\$4,331.94
Checking Account	\$13,009.36
Total Bank Accounts	\$ 17,649.73