



# Sherando High School Band Booster Association

October 2, 2024 Board Meeting

Call to order: 6:33 p.m.

Attendance: X for those present.

x	President	Adam Stein	x	Band Director	Joel Cosner
x	Vice President	Phil Benson	x	Guard Instructor	Kayla Wright
x	Secretary	Stephanie Mangino		Perc Instructor	Scott Kittrell
x	Treasurer	Sam Kilkus	x	Band Assistant	Devon Stein
x	Logistics Coordinator	Justin San Agustin	x	Bookkeeper	Sandy Smith
x	Volunteer Coordinator	Melissa Cotton			
	Communications	Ciara Ray			
x	Advancement	Noelle Callas			
x	Uniforms	Jennifer Boycourt			
x	Member-at-Large	Shannon Damron			

## 1. Welcome - Adam Stein

## 2. Treasurer's Report - Sam Kilkus (further information attached)

- [Tag Day](#) is above \$15,000 so far
- Homecoming concessions were a success -\$550 was donated back to the band as a percentage of food truck sales

## 3. New Business - Adam Stein

- Regarding discussions that occurred prior to the boosters' board meeting about Krispy Kreme fundraiser donut sales
  - Noelle Callas said she and Catherine Dodrill and she had a conversation about finding places where parents/students who bought extra donuts would be welcome to resell them.
    - Sam Kilkus expressed concerns that this conversation happened outside of the boosters, although she doesn't think it's a bad idea if

families want to sell extra donuts on their own this way. Adam Stein was also worried that if anyone misbehaves during sales, it could reflect poorly on the band.

- As treasurer, Sam Kilkus said her biggest concern is that the families will buy the donuts and then the money goes back into the parents' pocket as a reimbursement (the parents would have already paid for the donuts)
  - Noelle Callas asked if a student could find a place to sell extra donuts and say, "I'm trying to go to Disney with the band, can you support me?" The board consensus was that this seemed to be the best way to handle sales of extra donuts.
  - Sandy Smith also added that the best deal is buy-one/get-one cards – so that's great to promote – especially to people who live close to Krispy Kreme locations.
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- **Accountant for 2023 Tax Return Preparation**
    - Sam Kilkus said the boosters are searching for an accountancy firm. YHB quoted \$2,000 to prepare taxes. While Adam Stein reached out to Roy Emmons, who said his firm would charge between \$500-\$1,500. The board voted unanimously to have Roy Emmons handle the boosters' 2024 tax preparation. Yeas confirmed following the meeting via email: Mangino, Kilkus, Cotton, Stein, San Augustin, and Boycourt (noting she would have preferred more discussion prior to the vote.)
  - **A brief conversation occurred regarding the PCI Requirement for Quickbooks.**
    - Sandy Smith said that since the boosters started taking credit card payments through Quickbooks, it has a PCI requirement, and an \$85 yearly charge is the cheapest option for this. It's not necessary - it could be turned off and the boosters could only accept checks through Quickbooks, since the boosters are PCI compliant through Swipe Simple. The board agreed to continue this conversation via email.
  - **Winter Season Indoor Guard/Percussion Fees - Kayla Wright**
    - Kayla said the board approved the boosters' budget in July without anticipating having indoor fees for winter season activities, which are completely extracurricular. However, she does believe the fees are needed and asked for guidance on fundraising/fees, anticipating winter guard fees of \$250. Sam Kilkus noted that the boosters can't set policy for the winter guard program. Kayla Wright said she was essentially looking for an opinion about this and said she would provide plenty of fundraising opportunities so that the fees don't have to be out of pocket for winter guard families.

- **Adam Stein brought up the need for the replacement of the band's gong, which is estimated to cost \$1,100 and shipping.**
  - When asked about the board covering instrument replacement costs, which is not typical, Joel Cosner said that if he takes the money requested for the gong from his school-board-provided budget, he might have to remove something he's budgeted for later in the year. Sam Kilkus said the board can cover the gong cost from savings. The purchase was approved by the board by voice vote. Yeas confirmed following the meeting via email: Mangino, Kilkus, Cotton, Stein, and San Augustin. Boycourt voted no, saying that she did not want the cost to be covered by booster funds.
- **The board agreed that a discussion of guidelines from the school board for parent organizations could be discussed over email, potentially.**

**Adjournment - 7:07 p.m.**

# Sherando High School Band Boosters

## Profit and Loss

July - September, 2024

	TOTAL
Income	
Band Fee	11,449.50
Band Shoes - DrillMaster	1,892.00
Band Trip Payments	22,773.09
Equipment & Uniform Sales	
Guard - Equipment Sales	750.00
Guard - Flag Sales	95.00
Guard - Uniform Sales	3,435.00
<b>Total Equipment &amp; Uniform Sales</b>	<b>4,280.00</b>
Fundraiser - Calendar Fall - 2024	5,539.00
Fundraising	
BlackBauld Giving Fund	460.00
Car Wash	909.28
Donations	217.77
Golf Tournament	
Golf Tournament Adds	200.00
<b>Total Golf Tournament</b>	<b>200.00</b>
Homecoming Concessions	200.00
HundredX	5,548.80
JB Ice Cream Night	72.00
Merchandise	635.00
Parent Preview Raffle	259.00
RaiseRight/Scrip	2,212.11
Spirit Wear Sales	432.20
Tag Day	12,123.46
Touch a Truck	2,530.00
Touch a Truck - Sponsor	130.00
<b>Total Touch a Truck</b>	<b>2,660.00</b>
<b>Total Fundraising</b>	<b>25,929.62</b>
Pool Party Reimbursement	200.00
Services	12.47
Uniforms - TShirts	1,125.00
<b>Total Income</b>	<b>\$73,200.68</b>
<b>GROSS PROFIT</b>	<b>\$73,200.68</b>
Expenses	
Band Trip	10,196.50
Contractors	
Bookkeeper	600.00
Marching Coaches	3,675.00
<b>Total Contractors</b>	<b>4,275.00</b>

	TOTAL
Fall Show & Season	3,500.00
Band Camp Meals	1,626.19
Fall Guard Silks	553.19
Guard - Tape, Poles, Gloves	1,824.30
Instrument Purchase - Percussion	3,403.44
Props - Fall	1,019.08
Tailgate	441.48
<b>Total Fall Show &amp; Season</b>	<b>12,367.68</b>
Fundraising Expense	
Car Wash	58.02
Golf Tournament	957.00
<b>Total Fundraising Expense</b>	<b>1,015.02</b>
Indoor Expenses	
Percussion - Show	1,300.00
<b>Total Indoor Expenses</b>	<b>1,300.00</b>
Uniforms	17.68
Drill Shoes	1,841.00
Guard	5,737.75
Guard Shoes	566.30
Make up	170.57
<b>Total Guard</b>	<b>6,474.62</b>
Show Shirt	3,191.00
<b>Total Uniforms</b>	<b>11,524.30</b>
<b>Total Expenses</b>	<b>\$40,678.50</b>
NET OPERATING INCOME	<b>\$32,522.18</b>
Other Expenses	
Bank Charges & Fees	24.00
Insurance	554.00
Merchandise Starter Cash	300.00
Office Supplies & Software	100.00
Other Business Expenses	155.98
POS Machines	238.49
Scholarship	4,000.00
Taxes & Licenses	25.00
Transaction Fees	
QuickBooks Payments Fees-Invoice Fee	13.91
RaiseRight Fee	223.40
SwipeSimple Fee	5.77
Venmo Fees	137.75
<b>Total Transaction Fees</b>	<b>380.83</b>
<b>Total Other Expenses</b>	<b>\$5,778.30</b>
NET OTHER INCOME	<b>\$ -5,778.30</b>
NET INCOME	<b>\$26,743.88</b>

# Sherando High School Band Boosters

## Profit and Loss

September 2024

	TOTAL
Income	
Band Fee	2,655.00
Band Shoes - DrillMaster	86.00
Band Trip Payments	21,767.09
Fundraising	
Homecoming Concessions	200.00
Merchandise	635.00
RaiseRight/Scrip	918.98
Spirit Wear Sales	432.20
Tag Day	12,123.46
<b>Total Fundraising</b>	<b>14,309.64</b>
Uniforms - TShirts	300.00
<b>Total Income</b>	<b>\$39,117.73</b>
GROSS PROFIT	<b>\$39,117.73</b>
Expenses	
Band Trip	230.00
Fall Show & Season	
Tailgate	441.48
<b>Total Fall Show &amp; Season</b>	<b>441.48</b>
Indoor Expenses	
Percussion - Show	1,300.00
<b>Total Indoor Expenses</b>	<b>1,300.00</b>
Uniforms	17.68
<b>Total Expenses</b>	<b>\$1,989.16</b>
NET OPERATING INCOME	<b>\$37,128.57</b>
Other Expenses	
Bank Charges & Fees	12.00
Merchandise Starter Cash	300.00
Office Supplies & Software	35.00
Other Business Expenses	81.48
POS Machines	79.50
Transaction Fees	
RaiseRight Fee	213.83
<b>Total Transaction Fees</b>	<b>213.83</b>
<b>Total Other Expenses</b>	<b>\$721.81</b>
NET OTHER INCOME	<b>\$ -721.81</b>
NET INCOME	<b>\$36,406.76</b>