

General Meeting Minutes - 2/7/2022
Klein Collins Band Association Member Meeting
7:00pm – Zoom Meeting ID 841 1348 0765

The general meeting of the KC Band Association was called to order at 7:05pm by Julie Hancock; seconded by Casey Eisfeldt.

Tonight’s meeting is held via Zoom and in person.

Members In Attendance Via Zoom and In Person:

Chris Rugila	Bobbi Pflieger	Ed Warner	Maria Casas
Julie Hancock	Brian Matus	Hans Smith	Michael Hancock
Amy Crafts	Carolie Garrett	Jared Postma	Michelle Zarate
Casey Eisfeldt	Catherine Jones-Penco	Yvonne Postma	Orlando Zarate
Dan Harper	Cheryl Denney	Jessica Morales	Nancy Armendariz
Emily Richardson	Chris Smith	Kelly Galler	Oscar Gutierrez
Jennifer Rios	Christine Jacob	Kelly Green	Yeni Craig
Ashley Ibarra	Christopher George	Kristi Patterson	Ligia Ochoa
Kimberly Harte	Kim George	Laura Brown	

*Names in **bold** attended in person.

Mr. Rugila showed the 1/11/2022 Minutes on the screen for review by attendees. Ed Warner motioned to approve the Minutes; seconded by Dan Harper.

Report of the Board:

Secretary: Casey Eisfeldt

Updated volunteer hours for January 2022 are 73; YTD is at 4,154.

Treasurer: Dan Harper

QuickBooks balance is \$39,687. Outstanding balance is right at \$24,000.

Budget Officer: Cheryl Denney (for Emily Richardson)

- Overall, the budget is in line with expectations.
- Income is ~ \$29,000 less than anticipated
 - Appears some dues are outstanding based on outstanding balance reported by Dan.
 - Percussion and Winter Guard income seems low. Possibly underestimated number of participants. Will confer with Emily and Dan.
 - Still have 2 major fundraisers this year - mattress sale and 2 TCGC events
- Successfully controlling expenses and staying inline with budgeted items
 - Upcoming expenses:
 - Banquet
 - Solo & Ensemble disbursements
 - UIL competition disbursements
 - Creation of 2022 outdoor show (disbursements prior to end of May)
 - Indoor Percussion/Winter Guard expenses

- Transition to Emily is forthcoming.
- Creation of next year's budget occurring soon.

Governance: Jennifer Rios

No new business.

Fundraising: Erin DeGarmo

No new business.

Vice President: Amy Crafts

No new business.

President: Julie Hancock

- Report of committees
 - New committee chairs
 - Kristi Patterson - Chaperones
 - Ed and Stephanie Warner - Pit Crew
 - Immediate committee needs - hosp, football
 - Hospitality
 - Responsible for coordinating catering/meals for adults (ie directors, judges) at various events throughout the year
 - **Most immediate needs:** TCGC competitions hosted at Klein Collins on February 19th and March 19th
 - Other events: Registration Day (late July) and any other competitions hosted at Klein Collins
 - Commitment: 1 school year (Due to immediate need, committee chair may continue through '22/'23 school year, if desired.)
 - May form a larger committee to assist if needed.
 - Football Program Coordinator
 - Responsible for securing all ads from other Klein Collins student organizations and local businesses for the football program.
 - Meet with the Fine Arts Director, all KISD Band Directors and others working on program sales from all KISD high schools in late March/early April to formulate a plan and establish deadlines.
 - Work will occur over the summer with deadlines in late July to have the program completed.
 - May form a committee to help with ad design if needed.
 - Minimum length of commitment: ~5 months (approximately March - August)
 - Filling outgoing committee chairs
 - Uniforms
 - Help organize fittings during summer marching camp, with assistance from student leadership.

- Organize the washing of marching uniforms during marching season. Washings are done ~3-5 times during the season, as determined by Band Directors. Approximately 10 parents will wash the uniforms at home and return. Check all uniforms to ensure all have been washed and returned.
- Potential for other uniform projects as requested by Band Directors.
- Commitment: 1 school year

- Flags with Pride
 - Duties include securing volunteers for Band routes, organizing schedule in Charms, sending reminder emails, ensuring flags and route sheets are ready, availability on days flags go out and come in, and completing wrap up work after flags are back.
 - Commitment: ~1 year (typically May - February)

- Football Program Sales Coordinator
 - Klein Collins **home** games only.
 - Pick up the football programs in Willowbrook area 1 to 2 days prior to home games.
 - Secure 2 volunteers per game to help sell programs.
 - Bring all necessary materials (ie programs, aprons, cash, volunteer passes) to each home game. Retrieve items prior to halftime, give money to KCBA Treasurer or other officer, and return all items to Mr. Rugila's office after games.
 - Commitment: 1 football season, home games only
 - Could be same person as Football Program Coordinator

- New chairs will have help/guidance while transitioning into the position.

- Reach out to Julie if interested or for more information.

Report of Committees:

- Banquet: Kimberly Harte - committee formed, status update
 - Date: May 7, 2022
 - Location: Spring Chateau
 - Attire: Dressy (No jeans/t-shirts)
 - Parents and siblings of students are welcome.
 - Students and family must purchase a ticket to attend. Head count is due to the venue 3 weeks prior to the event so there will be a hard cutoff date for sales.
 - Agreed to add sponsor information to the back of the banquet program.
 - Still time and space for additional volunteers to join.

- **Flags:** Scott Denney - upcoming President's Day placement
 - Flags will go out on Thursday, February 17th and will come back on Tuesday, February 22nd.
 - Charms sign up will be sent out soon.

- **Uniforms:** Bobbi Pflieger - concert uniform project
 - Need a minimum of 3-4 volunteers to go through the concert uniforms.
 - Pull aside any that are damaged
 - Make sure all uniforms have tags on them

- Organize and prep for the next uniform fitting
- Date: Monday, February 21st
- Charms sign up will be sent out soon.
- Committee chair position is essentially helping out the band directors a couple of times during the year.
 - End of band camp: Organize meetings and help with the uniform fitting process (sizing/fitting and recording information in Charms).
 - Organize uniform washes: Typically 3-5 events requiring around 15 parents per event. Possible need during Indoor Percussion season. Largely a communication job (ie coordinating volunteers, communicating with directors, answering questions, etc)
- Written procedures/tips are available.

- Hospitality: Vacant - looking for help in February, March for TCGC shows
- Chaperones: Kristi Patterson - new committee chair, no new business
- Pit Crew: Ed and Stephanie Warner - new committee chairs, no new business
- Football Program Coordinator: Vacant - to be filled this semester
- Football Program Sales: Carolie Garrett - no new business
- Spirit Sales: Jennifer Rios - no new business
- Webmaster: Julio Rios - no new business
- Feed the Band: Susan Jones - no new business
- Guard Liaison: Jessica Morales - no new business
- Head Photographer: Catherine Jones-Penco - no new business
- Volunteer Coordinator: Andrea Mexicano - no new business
- Sponsorship: Erin DeGarmo - no new business
- Communication: Melanie Coyle - no new business

NOTE: Committees highlighted above will be vacant next school year and will need to be filled this semester.

Mr. Rugila's Report:

- Solo & Ensemble - successful
 - Most students received "Good" or "Excellent" rating.
 - Students received grading rubric/comments sheet today. Great tool for growth. Sheet explains how rating was determined and can include comments (both positive and negative) from judges (all college professors - masters/doctorate in music)
 - Students who qualified received patches for letter jackets. (Only "Excellent" rating earns letter points)
- Letter jackets
 - Solo & Ensemble and region band are the main avenues to earn letter jacket points for wind and percussion students. (Color Guard and Percussion are entirely different) To earn, must make All Region Band or receive "Excellent" rating on solo or ensemble performance.
 - KISD policy regarding letter jacket points is located beginning on page 141 of the Klein ISD 2021-2022 Student Handbook.

https://docs.google.com/document/d/1OeFF_7LITitEvQCmbHHuhcRrV80QS_XKpb2Ey-PWh40/edit

- Freshman - must make all region band (all high school band - not Freshman) to letter

- Sophomore - must have earned all participation points and receive “Excellent” rating for both a solo and an ensemble
 - Junior - must have earned all participation points to date and receive “Excellent” rating in either a solo or an ensemble
 - Senior - must have earned all participation points to date
 - Participation points are earned if student has no unexcused absences from any rehearsals or performances and has not missed any performances due to ineligibility.
 - If student has already lettered in band, they will receive a band that is attached to their letter indicating they’ve lettered multiple times. If student received a letter and jacket from another event, they will receive a new band letter to be attached.
 - The base letter jacket and letter are provided to the student free of cost. Student is responsible for any additions or customizations.
 - Next fitting will occur at the end of February.
 - Solo & Ensemble and region band points to not roll over or accumulate year to year. Only participation points can be carried.
- UIL Contest
 - Recent contest was Klein ISD only.
 - Additional UIL contest exists to allow smaller districts to participate/compete.
 - Students cannot earn letter points in this contest but can matriculate to state.
 - Students who participate in UIL region (February 25th) with a class 1 piece that is played by memory (for solo only) and receive a 1 are eligible for the state competition Memorial Day weekend at the University of Texas in Austin.
 - Students are urged to think with their “May Brain” prior to participation in region. Many in the past have committed and then lost the motivation to participate in state due to the timing of the performance and fees/travel required.
 - The only reason to participate in this UIL contest is to participate in state. If student is unable to perform a class 1 piece from memory in order to qualify for participation in state, there is no reason to participate in region.
- Mr. Smith joined to discuss the upcoming TCGC Show (February 19th)
 - 5th year hosting TCGC
 - 1st year hosting a percussion only contest - 22 units are participating with the first performance starting at 5pm and the last performance starting at 9:15pm.
 - Volunteer shifts needed are posted and live on Charms.
 - Needs are similar to shows in the past.
 - Due to Covid protocols, units will only be in the building to perform. Units will not be allowed to stay indoors to watch other performances. They will enter immediately prior to performing and will exit immediately afterwards.
 - Parking volunteers are the biggest need.
 - Most other volunteer positions are “low maintenance” (ie low physicality)
 - Door attendant needed to allow allowed persons to enter (check for wristbands)
 - Volunteer needed to check proof of online ticket purchase and hand out wristbands.
 - Timing attendant needed to keep time of performances and communicate “time left” to Unit Directors.
 - “Drinks Only” concessions. Possibility exists of having a food truck. Contact Mr. Smith if you know of any food trucks that may want to participate.
 - February 19th TCGC show is smaller and requires less manpower.
 - March 19th show is a full day and will require multiple shifts/numerous volunteers

- TCGC shows are your other opportunity to earn the \$100 discount (in addition to flag routes).
 - Volunteers can sign up through the link on the public Charms calendar. Charms account is not required.
 - Adult volunteers only for this specific show.
- Still waiting on “calendar clarity” regarding summer band.
 - Students will have summer band and rehearsals but timing during the days is still unknown.
 - Football season will start per normal timing. Due to earlier start to the school year, first game will likely be around the 3rd week of school.
 - Very likely to have either a home game or a marching competition the last weekend of “October Break” so plan to be present and available Thursday-Saturday.
 - Wind and percussion students are in concert mode so after school hours are minimal. Focus is now on preparing for sight reading contest in mid April.

UPCOMING DATES: (For a listing of all calendar events please see the Charms website)

- *February 17th: Flags go out (President’s Day)
- *February 19th: TCGC show, percussion and winds, hosted at Klein Collins
- *February 22nd: Flags Come In (President’s Day)
- February 27th: 5th Annual Mattress Sale @ Klein Collins Cafeteria – 10:00am-5:00pm
- March 1st: Beginning of new flag subscription year
- March 14th-18th: Spring Break
- *March 19th: TCGC Area Championship, hosted at Klein Collins
- April 8th-10th: Spring Trip

* Denotes final opportunities to satisfy volunteer requirements for refund of \$100 deposit.

Meeting Adjourned:

Kimberly Harte motioned to close the meeting at 7:58pm; seconded by Bobbi Pflieger.