

**General Meeting Minutes - 03/06/2023**  
**Klein Collins Band Association Member Meeting**  
**7:00pm**

The general meeting of the KC Band Association was called to order at 7:07pm by Julie Hancock.

**Members In Attendance:**

Kyle Winn	Julie Hancock	Amy Crafts	Gina Santos*
Sharon Davis	Catherine Jones	Emily Richardson	Jennifer Rios
Ercilia Juarez	James Jacob	Tammy Prewitt*	Zulma Xitumul*
Julio Rios	Jared Postma*	Stephanie Warner	Ed Warner
Erika Rodriguez	Hericca Deleon*	Erin DeGarmo	Kyle Klontz*
Ligia Ochoa*	Rebecca Chapa*	Maria Casas*	Jeanette San Luis*
Michelle Rightmyer*	Marilyn Jahn*	Kristi Patterson*	281.***.**53*
832.***.**62*			

\*Designates those who attended online

Minutes for February 2023 were posted on the screen for review by attendees. Ed Warner motioned to approve the minutes, seconded by Erin DeGarmo.

**Report of the Board:**

**Secretary: Sharon Davis**

- Updated volunteer hours:
- February 2023: 401.5
- School Year YTD: 6,238

**Treasurer: Gina Santos**

- QuickBooks balance: \$30,337.20
- Outstanding invoices: \$56,659.00
- Will be doing an internal audit to make sure cash and invoices have all been accounted for the year

**Budget Officer: Catherine Penco-Jones**

- Net income: \$35,742.26
- Income:
  - waiting on the total raised from mattress sale
- Expenses:
  - small expenses for Percussion and Winterguard
  - banquet expenses upcoming

**Governance: Alli Ostermann**

No new business

**Fundraising: Erin DeGarmo**

- Looking to increase flag subscriptions
- Will be putting up small flags with subscription information on the lawns immediately adjacent to existing subscribers
- Look for volunteer opportunities for this effort in the near future

**Vice President: Amy Crafts**

No new business

**President: Julie Hancock**

- Review of the several committee chair/co-chair positions that will be open for the 2023-2024 school year
  - These were reviewed in detail, as noted below in the Report of Committees
  - Anyone who steps into one of these roles will be given training and support
- A potential fundraiser option for holding community Bingo nights is being discussed
  - If there is anyone who is willing to research what all that would entail, or anyone who might have experience running such an operation, please contact Mr. Winn or Mrs. Hancock

**Report of Committees:**

- **Flags: James Jacob - OPENING FOR CO-CHAIR**
  - Done for the subscription year
  - Memorial Day flags start the new subscription season
  - In the future, need to be more aware to store flags properly by wrapping them up and standing up straight, not leaning
- **Uniforms: Kelly Green and Rebecca Chapa - OPENING FOR CO-CHAIR**
  - Some repairs are needed for the marching uniforms; they have been sent back to manufacturer
  - Thank you to all who volunteered for getting concert uniforms fitted
  - Be sure students who need them have a white dress shirt and black bow tie
  - Be sure your child's uniform has gone home
- **Banquet: Kimberly Harte**
  - May 6 at the KMPC
  - Cost \$25, look for tickets to go on sale early April
    - Senior students are FREE!
    - Senior parents pay \$25
  - Volunteer and food donation sign-ups coming to Charms soon
  - Need people who can make invitations, construct decorations, etc. from home or school
  - In need of 2 artistic people who can create the senior invitations
  - Reach out to Mrs. Hancock if you would like to be on the committee
- **Hospitality: Kimberly Clarke - OPENING FOR CHAIR**
  - This committee is in charge of feed adults 4 times per school year: Registration Day (volunteers and staff), Teacher Welcome Back, Region Band, TCGC Contests
  - Need additional volunteers to staff 3/25 event
- **Guard Liaison: Emily Richardson**
  - March 29th is Klein ISD Winterguard showcase at Klein Oak HS from 6pm-8pm
- **TCGC Contests: Ercilia Juarez OPENING FOR CO-CHAIR**
  - Thank you to those volunteering for upcoming TCGC contests 3/11 and 3/25
  - 3/10 7PM training for 3/11 volunteers
  - 3/25 show will be much larger than 3/11 show
  - Looking for vendors for 3/25 show, please reach out if know of any interested vendors

- These are the last opportunities to have the second \$50 fee waived
- Looking for co-chair for next year, possibly a percussion parent
- Chaperones: Kristi Patterson
  - no new business
- Pit Crew: Ed and Stephanie Warner
  - no new business
- Photography: Catherine Jones-Penco
  - Anyone attending the upcoming Winterguard/Indoor Percussion events, please send in your photos to be posted on the webpage.
- Videographer: **OPENING FOR CHAIR**
  - Video all games and contests so directors may review with band afterwards
  - Requires a tripod and a camera that is capable of 4k video and sound
  - Quick turnaround time to upload/send to directors
- Feed the Band: Susan Jones
  - no new business
- Volunteer Coordinator: Andrea Mexicano **OPENING FOR CHAIR**
  - Mostly computer work from home, onsite for Registration DAY
  - Utilize Raptor and Charms systems
  - Verify volunteers
  - Track waiver of \$50 fee for volunteering for Flags with Pride and TCGC events
- Football Program Coordinator: Leslie Cervantez/Nikeya Allen **OPENING FOR CO-CHAIR**
  - no new business
- Football Program Sales: Donna Carmello **OPENING FOR CHAIR**
  - Prior years, programs were sold. Programs free for 2022 football season
  - Direct stadium visitors to QR codes to access program at the games
- Communication: Sharon Davis
  - no new business
- Spirit Sales: Allison Ostermann
  - no new business
- Webmaster: Julio Rios **OPENING FOR CHAIR**
  - No tech expertise required
  - Uses Wordpress
  - Documentation on file detailing what updates need to be made, when they need to happen and how to make them on the webpage
  - Google Workspace used for setting up officer emails
  - Framework already exists, just need to make updates/changes
- Sponsorship: Erin DeGarmo
  - no new business

**Mr. Winn's Report:**

- Disney trip update
  - Make sure you are getting emails, let Mr. Winn know if you are not
  - A tentative itinerary has been sent out
  - Flight Group 1: arrive no later than 3:30AM - WILL NOT WAIT
  - Travel to IAH provided, but be sure to PICK UP YOUR CHILD ON THE RETURN
  - All instruments need to be in the percussion room by Friday, 3/10
  - Will be utilizing GroupMe for chaperones and students
  - All Klein ISD rules apply during the entirety of the trip

- Parent will be responsible for cost of flight home should student be sent home for disciplinary reasons
- Mr. Winn always plans trips over breaks so that eligibility is not an issue
- TCGC contest 3/11
  - Volunteer training for both students and parents
  - Walk-thru of event to explain how each station works
  - This was a last minute addition to the calendar, so no one penalized if unable to attend
  - If unable to fulfill a volunteer obligation, please let Mr. Winn know ASAP
  - We are always looking for ways to raise money from other people but hosting events take a lot of volunteers
  - Students may receive NHS hours for volunteering for band events they are not participating in
- Rehearsal times
  - Be sure to check emails from your student's directors on sectional/rehearsal times
- Budget
  - Working on the budget for next year
  - Looking for large fundraising opportunities
  - Need to carefully select ones that will be good financial gain as well as work for our families
  - Have many individuals looking at the budget to see where we can scrub costs, account for missing dues, etc.
  - Consider volunteering so you can be more invested in the process
- Sports Physicals
  - Methodist will be conducting sports physicals on March 28
  - \$20 CASH ONLY
  - Be sure to pick up and fill out the required form beforehand
- Summer Band Camps
  - Several opportunities available - check the bulletin board
  - Students can earn scholarship points
  - Lamar University - longest and least expensive
  - UNT and Baylor - phenomenal programs but expensive
  - SFA - Easy travel
  - Brenham - Not the quality as some of the others, but cheaper

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

- Friday, 3/10 - Training for TCGC Volunteers 7pm
- Saturday, 3/11 - TCGC Percussion contest @ KC
- Monday, 3/13 through Friday, 3/17 - Spring Break (Disney trip 3/14-3/18)
- Thursday, 4/6 - Pre-UIL Concert - KC Auditorium 7pm-8pm
- Monday, 4/10 - next KCBA General Meeting 7pm

**NEXT MEETING:** Monday, April 10

**Meeting Adjourned:**

Julie Hancock closed the meeting at 8:12pm.