

**Hammond High School Music Boosters**  
**9/8/22 Meeting**

**PRESENT AT MEETING:** Stephen Dunlap, Elizabeth Reinhardt, Malcolm Washington, Helen Mann, Becky Cosgrove, Jennifer Walton, Brook Walton, Shannon Franks, Sharon Green – Hennessy, Annie McCormick, Elizabeth Jones, Rachel Smith, Corinne Edwards, Christine Dietrich, Jennifer Goldberg, Sai Vallurupelli, Jen Ward, Hillary Bierce, and Ron Vance.

**OPENING:** Call to order at 7:02 p.m.

**INTRODUCTIONS**

**REVIEW MINUTES:** Due to a technology error, the minutes from the June 2022 meeting will be read and approved at the next meeting.

**TREASURER'S REPORT:** Ms. Jones reported that there was no income in the month of June. Among the expenses since our last meeting were the music boosters scholarship payments and awards, with \$13,959.52 left in the checking account. The money market account does get some income, under a quarter each month. There was \$1367 income from memberships. There is a gap between Square and Paypal reports and the actual deposits. Ms. Jones would like to set up SKUs so that it would be easier to track deposits in a timely manner. She will contact Square and Paypal.

**ACTION ITEM:** Ms. Jones will discuss the delayed deposits and strategies to accommodate those with Square and Paypal.

**BAND DIRECTOR'S REPORT:** Mr. Dunlap is excited at the start of the band season. The students did a great job at the first football game.

**ORCHESTRA DIRECTOR'S REPORT:** Ms. Reinhardt reported that orchestra is off to a great start. Tri-M has their first meeting in October during Bear Time; meetings are on the first Wednesday of the month. Members will be required to perform 15 hours of music-related community service and perform at one of the meetings. The spring trip meeting was held and over 20 people have registered. The chaperone request will be open for another month.

**CHOIR DIRECTORS REPORT:** Mr. Washington reported that they are off to a great start. They do have a student teacher this year—Helen Mann. Sept. 13<sup>th</sup> will be the acapella group auditions. There will be a performance on Sept. 17<sup>th</sup> at the Harriet Tubman building.

**MEMBERSHIP REPORT:** We had 4 members before the start of the season. We had 23 people join at picnic, 8 at the marching band kickoff, and 8 joined at Friday's football game. We have received approximately \$1025 in fees and \$425 in donations. These amounts will be confirmed as there is a delay between the Square and Paypal reports and the actual deposits. If people joined via Paypal, a magnet will be distributed through the student at school.

**OLD BUSINESS:** Student fundraising accounts: There will be a process for handling all of the graduating students who have left Hammond that had money leftover—first, we will determine if they have siblings to transfer that money to. After that, any money leftover will be distributed to defray the spring trip cost for all students. Student account inquiries can be sent to Ms. Reinhardt. Any student need for financial assistance

should contact the directors; that assistance is done through the school. Any requests for distribution from the student account should go through the band directors.

Bank account transfer: Signature cards at PNC bank have been completed by Mr. Vance, Ms. Smith, and Ms. Bierce. Ms. Jones will need to go to PNC to finalize the process. Only the president and treasurer have access to online banking.

Our tax exemption paperwork has been submitted.

A new Instagram account has been created for the music boosters.

**NEW BUSINESS:** The car wash is this Saturday, Sept. 10<sup>th</sup> at the Exxon on Rt. 1 at Gorman Rd. There are still adult volunteer slots available. There is a need for hoses and spray handles and soap; all other materials are covered. Donations will be encouraged using the Square, but cash will be accepted. Ms. Jones will volunteer for the afternoon shift in order to take cash directly for deposit. Student account monies will be divided based on hours volunteered.

Big Bear Band is Sept. 30<sup>th</sup>. Ms. Ward will pursue Chick-fil-A donating up to 100 sandwiches. Students will also be having pizza. Mr. Dunlap and Ms. Cosgrove will coordinate all other details. A sign-up genius will be sent out for any other required items.

Chocolate sales will begin in two weeks.

Fundraisers for this year are fall and winter chocolate sales and Double Good. The chocolate sales will be in September/October and again roughly January 2023. The Double Good fundraiser has already been set-up and scheduled with the company. The dates are Dec. 7<sup>th</sup>-11<sup>th</sup>. Ms. Jones has developed a flyer with the required codes for ordering. We made \$5000 last year. Dance will be participating with the Music Boosters for the Double Good fundraiser this year. Cheer is also doing Double Good; the directors will inquire about this. It was noted that students doing service projects that accept donations towards the organization (none goes to a student account) then the students can claim service hours for that time. Follow-up will be done at a later time about participation in the athletic department's leaf raking fundraiser. Ms. Edwards reached out about a restaurant night at Crazy Mason's in old Ellicott City. They have November 2<sup>nd</sup> available; we would get 10% of all sales. She will try to reserve the November 2<sup>nd</sup> date and ask if they will start the fundraiser earlier in the day as this is a half day. It was noted that Chick-fil-A on Johns Hopkins is limiting fundraiser nights to one per quarter per school.

Mr. Dunlap suggested that we consider having sales incentives with the popcorn fundraiser. Suggestions included top sales cash award toward the trip, sales threshold awards, a percentage of the booster money amount go towards students making sales thresholds, and a combination of top sales and sales thresholds awards. Other gift ideas included electronic gifts. It was suggested that \$100 go to the student account of the top seller and all other sellers reaching a threshold will get 60% of sales in their student accounts instead of the usual 50%. Student opinions on this will be collected and this will be decided at a future meeting.

The Carroll Baldwin Hall in Savage is turning 100 years old and rentals are available for use. A fundraiser with student performances at the location was suggested. Refreshments could be sold with donation admission. Ms. Deitrich will approach the caretakers about scheduling a date and also free use of the space. It was suggested that performers could split the donations for their student accounts. A holiday-themed fundraiser was suggested, including hosting a haunted house or a performance a week after the tree lighting. Advertising at the tree lighting in December would be easy and popcorn sales start the next week. Choir will be

participating in a major performance the weekend of December 10<sup>th</sup>; scheduling will need to be coordinated around that.

We still need a restaurant night and social media coordinators. Ms. Ward volunteered to do social media. Mr. Ms. Franks volunteered to be restaurant night coordinator. Vance will recruit through our email list for restaurant night.

Concession stand volunteers will set up a separate band line for orders at football games. A few additional volunteers are requested to man that; at least 2 per game. This will be added to the football game volunteer sign-up genius.

**ACTION ITEM:** Ms. Ward will contact Chick-fil-A regarding sandwich donations.

**ACTION ITEM:** Ms. Edwards will contact Crazy Mason about a restaurant night on November 2<sup>nd</sup>.

**ACTION ITEM:** Ms. Dietrich will contact Carroll Baldwin Hall about a fundraiser performance between Nov. 2022-Jan 2023

**OPEN FLOOR:** Replacement of the drum major stand was requested. It was suggested that all sign-up geniuses be created in the same account; there should be a legacy account that Mr. Dunlap will inquire about with the immediate past president.

**ACTION ITEM:** Mr. Dunlap to contact Paul Ijams about the sing-up genius accounts.

**CLOSE MEETING:** Ms. Cosgrove moved to adjourn the meeting. Ms. Edwards seconded the motion. Meeting adjourned at 8:24 p.m.

Respectfully submitted,

Hillary Bierce  
Secretary, Hammond Music Boosters