

Executive Board with **OUT** Ross Meeting Notes-Minutes
August 13, 2024
Called to order 6:10 pm
Present- Renee, Amanda, Davida, Marilyn, Michelle

Wendy **Baylor** is the new **Student Activities Coordinator** to set up cleaning for concessions.

30 additional volunteers are needed for the **Front Ensemble** crew.

Front Ensemble stands need "sand" flowy fabric for skirts.

Ross to reach out to another color guard "sand" for the first song of the night

UPDATE: 93 veils were bought from the Spartans Drum and Bugle Corps to use in this year's show with the guard AND the props for \$260.00.

SECOND UPDATE: The veils have not yet been delivered as of 9/2/24.

NO to the trailer right now- just can't see it as being possible right now. MWR will still be the best option for travel but will need 2 now due to increased numbers of instruments. \$100 per trailer per comp. September 7th we should have more info on how much money we would have for the trailer.

UPDATE: Mr. Ross has expressed that the band cannot travel without the second trailer purchased regardless of the boards suggestion to rent additional trailers. It takes about a week for Mr. Ross to map out and plan the packing for each trailer as well as have the diagrams printed and the step-by-step process organized and printed. Mr. Ross doesn't have the time to load the trailers while the band is getting ready to leave campus and teach the parent volunteers to load different individual trailers for all three competitions.

SECOND UPDATE: After a detailed financial update was provided by the THSBB Treasurer on 8/22/24, the decision was made by Mr. Ross and the Executive Board to come up with a plan B for the trailer, potentially renting multiple smaller trailer until sufficient funds were collected by the organization to get our own second trailer.

Bus chaperones will need at least 2 volunteers per bus. Maybe car sign magnets for **Front Ensemble** crew cars.

Front Ensemble crew shirts to show appreciation for cars that drive **Front Ensemble** instruments.

Start **now** for invitational. **The THSBB Executive Board would like to get the information out to the membership earlier this year so that they can plan for our largest event of the year.**

Hospitality we will still need volunteers for this. Volunteers need to understand it is also the assessment in the spring and not just invitational in the fall.

Scholarship committee will put out a feeler to have a head of the committee. Amanda will email Ms. Divine to see if still interested. Helpful to have a second person to have a backup and for transition.

Sponsorship-seeker will need transition.

Concession times are 5-close. Full shift this year and no split shifts. NO kids on the popcorn machine. 6 adults and 3 students are needed as volunteers. Purchase of another iPad. Cash only line again this year. iPad cost roughly

- Volunteers might need a grill master depending on Applebee's availability
- Need to watch the hamburger/hot dogs being cooked. Volunteers can be crossed off if told to stop cooking and don't listen.
- Boys winter basketball games
- More JV Brandon volunteers

Budget

- Expenses for the staff is about 30% of the marching band budget
- Leadership count for 2 drum majors: **will now be corrected in the overall budget.**
- Woodworking for props Ross said \$500 but now has a new vision with the moving sand. We need to make sure that the amount covers the fabric for the guard stand.
UPDATE: All wood has been donated by the THS Drama Dept. The cloth was bought for the guard and the props at \$260. The total amount for the prop is still below the \$500.00 budgeted estimate.
- \$45 per shirt for the 11 staff members. \$495 total
- Ross budgeted \$3,500 for the guard uniforms. They were \$2,625 but \$7 was budgeted for gloves but the true price is \$16 per pair. Budget will need to go up next year.

UPDATE: 8 gloves were order, \$128 for the gloves. If you count the guard gloves towards the total cost of the uniform, the total is \$2,745.00. Cost still under the \$3,500.00 guard uniform budget.

Guard total supplies \$9,595 **(Ross' need an explanation of the \$9,595.00.)**

UPDATE: Original budget was \$8,600.00 broke down as the following: Panels were \$1,100.00, \$3,500.00 for Guard Costumes, \$3,500.00 for Flags, \$500.00 for Guard Supplies. I know that we have not spent above any of these line-item budgeted numbers. (see next paragraph)

Guard budgeted for \$3,500. 1 set of flags was \$2300. The 2nd set of flags were \$216. Total is \$2516. \$2626 for all 10 guard uniforms.

Guest judges/teachers Ross wants \$100 for their experience and pedigree.

UPDATE: request is actually different based upon event, teacher's potential cost, judge's pedigree, etc. For example, the THSBB should not be paying the former conductor of the United States Navy Band or a 20+ year veteran educator the same as a college student.

7,500 line needed break down

- Assessment teachers \$100 each. Budgeted \$1,500 for Hospitality after Nov. 11th
- W9 needed for everyone
 - We should not have a W9 completed to pay individuals that are receiving less than \$600 from the THSBB. If they earn more than \$600, they would be required to fill out a W9 and receive a 1099-MISC form for this year's tax return.
- Payment over \$600 requires a hired staff member to file a 1099-MISC
- Contracts aren't needed for all people "hired".
- National practice average is \$40-\$100 per hour for guest teachers. Ross wants to choose what that payment will be per hour. Board says payment should be equal across the board for equal payments. See previous statement amount how amounts should vary based on the Director's recommendation. We want to bring in the best people for our students and not cut cost corners.
- This is still a business and needs to be run as a business. Profit and loss is the checks and balance part not the amount in the bank.

UPDATE: This statement is incorrect. The THSBB is not a business. The THSBB are a NON-PROFIT Organization. How Ross does agree that a checks and balances approach is required of any successful organization, the Director should be able to educate the THSBB on practices within our area, region and try to align them with the national practices as well. This includes anything that has to do with the Tallwood HS Band.

Ross does not want staff to clock in and out. See it as we don't trust them. Board needs to know how we will know that staff is there working. Propose to have them clock in for the day for accountability. Scan a QR code when they start their shift. Or Ross sends a daily list for staff in attendance. Board needs accountability...we at least need to clock in but not out. What does the board do if they refuse?

UPDATE: Ross has reported to the President on this topic multiple times in conversation and in writing twice. Mr. Ross does not agree with or support any notion of this idea towards the staff. This will not be happening.

SECOND UPDATE: At the end of each month, Ross will update the THSBB Executive Board on the staff's attendance during that month.

Money for needs goes back to Ross in order to buy more after the school money is gone.

Clarify portion for the banner is band or GSWLA. \$1,100 cost split or full payment.

UPDATE: Jessica Windish, GSWLA Academy Coordinator will be speaking with their Booster Organization on paying \$550.00 for the banner. The THSBB would pay for the other \$550.00.

GSWLA needs to be at parade practice so they will look uniformed.

UPDATE: When a group from GSWLA joins the band for the parade, it is usually the visiting group around the parade time from another country. They do not need to "rehearse" with the band for the parade. The rehearsal for the parade usually takes place at the oceanfront before the parade. These are visitors to our

school/community and they have a set schedule. They are joining us to experience being in a parade.

SECOND UPDATE: This year there will not be a visiting group through the GSWLA during the one parade the Marching Lions will be participating in.

College band for the invitational will be ODU.

Towels where do they go??

UPDATE: All black towels are in Mr. Ross' office on the shelves.

Trailer needs to be for band purposes only. Ross said he "will keep that in mind"

Bylaws need to be voted on for approval.

UPDATE: Mr. Ross has reviewed and made his revision to the suggested updated to the THSBB Bylaws. Those revisions have been sent to the President and Mr. Ross is awaiting the next draft from the THSBB Executive Board. Once the final Bylaws revisions are agreed upon and completed, we the General Membership will vote on them at the next general membership meeting.

Background checks seem to be word of mouth. Circle back to how they are verified. For example, if they work at the YMCA, they run one, but it's a one-time thing. Maybe the boosters can come with our own site, and we can make sure it is done.

UPDATE: Mr. Ross has requested twice for a background check from our new staff members this season. The referenced information above is based on the fact that those staff members who hold a job that has required a background check still hold that job. After an employee is hired, they are not required to submit an annual background check at those establishments. The suggestion made is that the THSBB Executive Board research a background check website and pay for the background check. They can request the background check information from any staff currently in question as well as all newly hired seasoned staff. This has been mentioned in writing to the President and THSBB Executive Board.