

Vicksburg Band Boosters, Inc.  
Minutes of the Board of Directors  
February 8, 2018

The Board of Directors of the Vicksburg Band Boosters, Inc. convened at approximately 18:02 PM at the Vicksburg Main St Pub.

Present were: Tabitha Farnham, President; Jamie Long, Vice-President; Ben Rosier, HS Band Director; Erik Knedgen, Secretary; Tracy Locey, Treasurer; Ann Marie Earl, Volunteer and Fundraiser Coordinator; Patty Stoll, MS Band Director; Kim Warner, Middle School Liaison; and Ravenna Kahler, Assistant HS Band Director.

Absent was: Craig Rolfe, Member at Large

**Approval of Minutes** – Minutes were from the 12/11/17 meeting. Removed the statement regarding the \$8k band director school budget. Motion to accept minutes as amended by Tabitha, seconded by Tracy. Minutes approved.

**Approval of Financials** – Tracy went over the finances for the past two months.

Trial Balance (as of 1/31/18): \$34,718.17

Kim emailed the invoices for merchandise to be paid.

Tracy needed a motion to purchase the black uniform shirts at \$1158.61. Ben motioned, Tabitha seconded. Motion approved.

Ben and Tracy exchanged monies for safe v. deposits to bank.

Financials were then approved after motion by Ben, seconded by Tabitha. Financials approved.

**SpartanNash Dollars** – Will need \$150K amount of receipts to generate \$1K for VBBI

Jamie has been collected receipts so far, totaling \$634.

Ann mentioned that we need to set up receipt drop boxes at both the HS and MS. Also, use social media to promote.

This and other fundraisers – Ben will send links to the band parents or upload to the website for Target and Amazon Smiles also.

**ByLaw Compliance Issues Review** – Craig submitted by email several issues to discuss and review. Tabitha read each one to the group for the meeting to discuss. The email will be attached to these minutes and a quick summary of the Board response below:

Issue 1 – Board concurs and will update as stated

Issue 2 – Board concurs and will update as stated

Issue 3 – Board will table this issue for further discussion

Issue 4 – Board concurs with the check signing procedure but also agrees that Amy and Erik both be added to the bank record for more availability of signatures. Motion by Tabitha to change signatures to President, Vice President, Treasurer and Secretary was seconded by Ben. Motion approved.

Issue 5 – Board concurs and will update as stated

Issue 6 – Board concurs and will update as stated

There were other minor elements proposed to amend the Bylaws:

Amend Section 7.6 – Board concurs

Amend Section 5.2 – Board will amend to create new merchandise coordinator

Reassign Merchandise Coordinator to Vice President oversight – Board concurs

Tabitha will email reply of recommendations to Craig after the meeting.

**New Business** – Ben said that \$258 was spent on the new racks for the storage room. Ben motioned to reimburse Craig, Patty seconded, and motion approved.

Ben followed up on a request from the Board to see what he, Ravenna and Patty could do with \$34K. Tracy has been grant writing, and Ravenna worked on the audio portion of the request.

There was discussion of the instruments needed for HS and MS for the grants:

- Marching Band: sousaphones, mellophones and cymbals
- MS: Concert tuba

Motion to grant \$23K by Tracy for the Foundation match, seconded by Ann Marie. Motion approved.

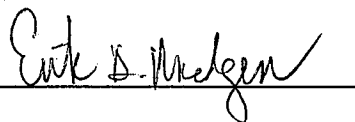
Ben made a motion for new business to reimburse the Kalamazoo Sewing Center \$109.69 for flag sewing supplies and Erik seconded. Motion approved.

Jamie had new business of presenting a letter to parents and businesses from the Directors. The letter was reviewed with minor edits and content.

Ben motioned that we adjourn. Tabitha seconded the motion. Meeting adjourned at 7:11 PM.

Next meeting: March 14, 2018 – VHS Band Room at 6:00PM

Approved: \_\_\_\_\_



Erik Knedgen, Secretary