

**Eastlake High School Band Boosters, Inc.**  
**Board Meeting Minutes**  
**Tuesday November 1, 2016 6:00 pm**

**I. Call To Order**

The meeting was called to order by Booster President Scott Mercer at 6:09 pm.

**II. Attendees**

Board Members: President- Scott Mercer, Vice President- Alan Dela Pena, Secretary- Nicole Sanchez, Fundraiser- Kristen Hailey  
Band Director- Randy McCray

**III. Approval of Minutes**

After reviewing the minutes from the October 4, 2016 board meeting, motion was made to approve the minutes and passed unanimously.

**IV. Reports**

A. President -

Arcadia Buses - Mr. McCray will approach ASB director to request assistance with cost of bus charter as we had a lot of unexpected expenses this year. There is no guarantee ASB will assist.

B. Treasurer-

1. Scott reviewed the financials as Alicia was not present. Mattress sale check should be arriving soon.

2. Discussion was held regarding an approval process for making purchases. No booster parent should expect to be reimbursed from the booster organization for purchases made without prior approval of the purchase. Motion was made to have a meeting or discussion outside the board meeting to develop a procedure for approval of purchases. Motion passed.

Mr. McCray suggested the treasurer to be involved in developing the procedure and it should be run by the director. Once a procedure has been adopted, it should be included in the EHSBB Bylaws.

3. Nicole Sanchez mentioned that she would like to see the financials being cross referenced to the budget at each meeting.

4. Motion was made by Kristen Hailey to accept three booster parents to accompany any board member to open the lock box, count money with them, and sign off on the reconciliation sheet. Parents are Tylla Evangelista, Rebel Marsh, and Amparo Barreto. Motion passed unanimously.

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C. Vice President/Logistics-

Alan has looked at the trailers Mira Mesa High School had at the Mt. Carmel Tournament. They fold up and have small car tires on them. When we develop next year's budget, we would like to get three of these trailers. Total cost is approximately \$1000.

D. Secretary/Head Chaperone-

Shared how events unfolded at the tournaments. Shared newly developed Volunteer Guidelines and Chaperone Instructions that Mr. McCray has approved. It was agreed that these documents will be added to the EHSBB website for parent access/review.

D. Fundraiser-

1. Shared Glo Candle Profits and Band Pageant Ads funds that have come in.
  
2. Kristen Hailey would like to revisit the idea of possibly changing T-Shirt vendors after marching season. The company she has been working with for spirit gear has had a lot of turnover, and have been quite difficult to work with.

**V. Director**

Chula Vista and Bayfront events on November 12 -transportation is not provided. Parents must get their students to the events.

A rehearsal is scheduled for November 11th from 9am - 12pm at EHS.

We are feeding the kids two meals at MMHS, sack lunch and taco salad for dinner.

Tuxedos- Tylla Evangelista will coordinate with Mr. McCray in preparation for winter concert.

The next board meeting is scheduled for Jan 17, 2017 at 6:00pm.  
The meeting was Adjourned at 6.58 pm

Respectfully Submitted,  
Nicole Sanchez, Secretary