**ZBB Board Meeting Minutes**

**Monday, June 6, 2022**

**6:30 p.m., Greek’s back room**

Those in attendance: Tracy Coussens, Ellen Bailey, Susie McKenna, David Harting, Malinda Bush, Tom Landrum, Michael Warner, Nikki McKnight, Jen Seeloff, Sue Wu, Mindi Ferraro

* Introduction of new members
	+ David Harting is joining Susie as Co-Chair Fundraising Committee
	+ Michael Warner
	+ Mindi Ferraro - secretary
* **Approval of May 2022 Meeting Minutes**
	+ Susie made a motion to approve the minutes, Nikki seconded, the motion passed.
* Reports / Updates
	+ **President’s Report** – Tracy Coussens
		- Dave Schurger’s idea of having business department take over PAC concessions – Michael Warner shadowed Dave Danner and presented prospective program with Entrepreneurship students (3 classes with approx. 23 students in each class), running it as an independent 501c3 under orchestra tax ID as a business with net profits distributed to departments. Account requested to be set up through Star Bank with $500 start up with debit card. Suggested swag for competitions (i.e., tshirts at competitions, etc). Also possibility for using this as service hours for students. Summer hours – students would be responsible for coverage. If students can’t cover, Michael Warner would cover. Alternative is that Isaac Spillman would roll it into the PAC income as a PAC entity. Susie’s concern was that in 5-6 years, we would not own the business due to it being under the orchestra tax ID. It would be determined by both boards deciding and altering the operating procedures. Michael would feel more comfortable that the boards would determine any change in division of profits or tax ID usage. Members would prefer to have this under ZBB tax ID number.
		- Since there is no ZBB meeting in July, Tracy offered a motion to vote on the ZPAC-C. Susie moved to adopt the ZPAC-C with the amendment of using the ZBB tax ID. Motion passed.
		- Nikki moved that we present $500 as seed money for ZPAC-C. Susie seconded. Motion passed.
		- Parent meeting – Tracy reported that this went well. There were many new parents in attendance. Nikki will send the percussion schedule to Ellen to update the website.
		- Photographer – Roger does not want to make a decision for senior banners and Fall Festival until the Miss Indiana pageant is over but is very excited about it. David Harting is an aerial drone operator and can send the raw file to whomever can edit it. Susie has a button maker for photos.
		- Thank you notes are being passed out
		- Possibilities for new board members: Kim Daugherty – hospitality, Liz Keiper is thinking about it, Susie is asking Tracey James to do Dine to Donate.
	+ **Vice-President** – Nikki McKnight
		- Card for Becca – Old Navy gift card
		- Sign up genius wasn’t working – she will try it again
		- Decals left over from last year -bringing to El Meson social
		- Will reach out to Indy Print Graphics for yard signs, decals
		- Print and mail invitations for invitational – flyer with QR code for link to google doc to sign up. Tom has a mailing list for the groups and will get it to Nikki. Susie will meet with Tom for the Google doc.
		- Nikki received a comment from a parent about lack of social media promotion of mini camp. Susie will post calendar dates and other items of interest on FaceBook.
	+ **Secretary** – Mindi Ferraro – nothing to report
	+ **Treasurer** - Sue Wu sent out updated reports. Susie gave checks to Sue for sunglasses sold to softball team.
		- Checking has 26k, marching band 18k, rainy day 16k, savings 17k
		- Mears 2nd check is still coming
		- $3300 check to orchestra from concessions
		- Music is all paid
		- 3 new staff – 2 for color guard, 1 for percussion
		- Malinda - 15K collected last month. 20-25 registered for marching band. 5 graduated seniors still owe $1100. Fairly positive that all will be collected except $80, which would need to be written off. $2500 from last year is still outstanding.
	+ **Fundraising** - Susie McKenna – Nicole is working on 2 leads over the summer. The Benner family has declined to assist this year. They are going to donate to show choir this year. New sponsor Shimmy by Katie Glenn will be at Gold level. She can stock the guard shoes and anything they can order for band, she will pass on the savings to the band. Tom will let Jackie know about the guard shoes, etc. Amplify Snacks – Tom will check on this business. Tracy presented the vote for David Harting to join as voting member Co-Chair Fundraising. Vote passed.
	+ **Hospitality** - Susan Nickel - was not present
	+ **Uniforms** –Jennifer Seeloff – organizing uniform room this week 3pm Wednesday, returning Thursday. Starting with freshmen for fittings. If they don’t need both days for rest of band, they will work with percussion either Thursday night or next week.
		- Black shirts – collars help keep sweat off uniforms so we want to keep the collared shirts. Jen has a list of how many of those needing replaced and will talk to Katie Glenn. Jen Price might know more about where to get the shirts as well.
		- Tom confirmed that uniforms will be the black ones with green vest used for last year’s senior night.
		- Jeff King orders the shoes. We have a large stock of extra shoes. Jen requested that the board consider reducing stock of the shoes since there are so many extra pairs.
		- Need larger bibs this year. Vests may be more difficult to get larger sizes. Nikki and Jen will discuss later this week.
	+ **Past President** - Ellen Bailey – is working on registration – has had 26 returning already registered. Has not gone through freshmen yet.
	+ **Program Coordinator** - Jeff King – not present but did send a report. Marching band contest scheduled for 10/1, judges secured. He will still be working on it for multiple components.
		- * **Feb**. 25 for guard contest – Jeff is consulting the school for facilities usage.
			* WGI has asked if we would host Indy Regional 3/18 Scholastic A prelims & semis on Saturday only. Nikki will email Jeff to let him know that we need to pass on the WGI this year. DCI may also be back in the summer.
			* Per Tracy, almost every position for marching band competition has a leader, but we need a project/event manager for the whole event.
	+ **Director Report** - Tom Landrum – talked to Roger about photos for parade
		- * Minicamp started last week, going well. Kokomo High school purchased color guard uniforms, purchased bull horns, and want to use 8 of PVC props from last year. Tom is interested in renting the props out.
			* Visual concept of the show – props will be abstract trees on wheels. Color guard uniforms will have green leaves. Band will be green and black. “Songs from the Wood.”
			* Need to make a deposit to the motor coaches. Quote of $4200. $100 deposit for this week. Tom will let Ellen know where to pay the deposit online. Wants to do a check for the $4200.
			* If a change to Scholastic A occurs, we can still go Open class for invitationals
			* Crossover event will be Monday, September 19th.
	+ **Parent social time**: Will do a morning mingle and something else at the late time drop off too. June 8th – parent social 6:00 pm. July 30th - first Morning Mingle 8:00 am

Next meeting dates

August – Monday, August 15 at 6:30pm