

Century Band Boosters  
Parent meeting minutes  
1/10/2023

- Open secretary position
  - We will take nominations between now and the next parent meeting and vote next month. Patricia will cover it until then. Email [secretary@centuryband.org](mailto:secretary@centuryband.org) or [president@centuryband.org](mailto:president@centuryband.org) if you are interested. The secretary job includes:
    - Attend board and parent meetings and take minutes to post publicly.
    - Check the secretary email once a day and respond to messages there.
    - Keep the calendar updated for all of our groups. This requires communication with Mr Dunlop and the percussion and guard coaches.
    - Manage communication with the parents. This includes sending out email reminders about meetings and events, details for competitions, and volunteer requests. It also includes answering questions from parents. You don't need to know all of the answers, just willing to find them!
    - Help Mr Dunlop with paperwork. This includes making sure that all students who need a travel form has turned one in, keeping our database up to date with new student information.
    - All of the other random things that come up.
  
- Pep band
  - We have agreed to play pep band for 10 basketball games this season. Students in all band classes should sign up for 5 games each. If they can't make it, Mr Dunlop has a makeup option. Contact him for options. There is an exception for winter percussion and guard students since there is a lot of conflict with their practices. They should still look at the schedule and try to come to some if they can.
  
- Jazz bands
  - Reno trip: If you want to chaperone, Mr Dunlop needs to know asap. Plans are not finalized yet but they will be hard to change to add people later.
  - League Jazz festival (2/9) - Both jazz bands will be attending. More details will come later.

- West Salem Jazz festival (2/11) - Both jazz bands will be attending. More details will come later.
- Winter seasons
  - Winter showcase for Percussion and Guard
    - Maria Crowell has agreed to be in charge of organizing this. We could use lots of help. There will be a short meeting after the parent meeting to discuss what is needed. The money raised by this event benefits the entire band. Please consider helping out if you can, even if your student is not in the winter percussion or guard groups.
    - This will take place on 3/11 at Liberty HS. If you can not help on this date, there are still lots of small jobs that need to be done ahead of time!
    - Contact Maria Crowell ([riacrowell@hotmail.com](mailto:riacrowell@hotmail.com)) if you can help.
  - San Francisco trip
    - Mr Dunlop needs someone who is willing to drive a truck down and back with equipment. Contact him if you are interested. ([dunlopj@hsd.k12.or.us](mailto:dunlopj@hsd.k12.or.us))
  - There will be no winter cadet (middle school) drumline this year. There will be a cadet guard. Mr Dunlop proposes moving money that would go to the cadet drum line to the cadet guard group to help them be successful. There was no objection
- Fundraising
  - Winter showcase meeting immediately after this meeting.
  - Can Drive 1/14
  - Koda presentation about Epicure dinner night
    - We would be selling boxes of seasoning packets.
    - \$25 per box (\$8 will go into student accounts, \$2 to band for each box). Each box includes enough seasonings for 5 meals and a dessert. All of the boxes are the same. Students will not get a fundraiser point for this one because the band makes such a small amount. Order forms will be in the band room and more info will be sent out soon.
  - Dinners out fundraisers from Sept-Dec made \$878.
  - We recently dropped off a load of cans and made ~\$6900.
- Treasurers
  - Winter fair shares/Trip charges have been added to accounts. Monica added the trips to the accounts for everyone in the winter groups and jazz band. If your student can not make the trip, just contact her to let her know and she can remove it ([treasurer@centuryband.org](mailto:treasurer@centuryband.org))

- Quickbooks invoices/statements are being sent out. They include volunteer hours charges for everyone. Keep in mind that once the volunteer hours are updated, this charge will go away if you have completed all of your hours.
  - Everyone will get an email to set up a quick book time account to log your volunteer hours by the end of the month. If you have already entered them into the google spreadsheet sent earlier, they will be moved over for you, no need to do it again!
  - If you have questions, contact Monica for a detailed invoice. (treasurer@centuryband.org)
- Uniform Apparel
    - Sizing is being done for uniforms for the drumline and guard. There is a charge for uniforms for these groups. The maximum charge will be \$125, even though they will likely cost more. The band will buy back the uniforms at the end of the season for half price or you can keep it.
    - Will there be show shirts? If someone is willing to help with the design and ordering.
    - Guard and drumline will have warm ups (paid for with some money from HSD). There will be a discussion later about keeping them or returning them to the band.
- Volunteers
    - Props will need to be built soon for winter seasons. Competitions are coming up so we will need chaperones. Will need prop pushers for the percussion group.
    - Maria and Lupe will cover food for percussion and joint competitions. If the guard is competing at a separate competition, they will need food volunteers.
    - We will also need chaperones to ride the bus for upcoming jazz and wind ensemble competitions.
    - More specific requests will be sent out closer to the time but we want people to think about helping out.
    - March 11 will be the winter showcase. We are hoping to bring in ~\$8000. We would like as many volunteers as we can get, not just winter season parents. This benefits everyone in the band!
- Parades
    - Prom is the same night as the Starlight parade. The Rose Parade is at the same time as graduation. If we want to do a big parade, we will have to go elsewhere.
    - Mr Dunlop proposes holding our spring parade camp at Century instead of at Yamhill, then we can use that money to go to a big parade. Mr Dunlop would like to go to Victoria again (May 22). The students will

need to get a passport or passport card. If your student wants to go, please start looking into this asap! There may be a small cost to go to Victoria depending on if we can stay in a school or if we need to pay for hotel rooms.