

**Ryle Band Boosters**  
**Executive Board Meeting Minutes**  
**Tuesday, May 23, 2017**  
**7:00 pm**

Board members in attendance: Tracy Fuchs, Kevin Gregory, Tyra LaVerne Staci Hunt Ramsey, Doug Penix Lee Coates

Chairpersons in attendance: Scott Hill, Matt Hafley, Patsy Fegenbush, Ryan Royse (arrived late)

Board members not present: Robin Erpenbeck, Mike Webster

Tracy Fuchs called the meeting to order and asked the group to look over the minutes. Kevin Gregory made a motion to approve the minutes. Doug Penix seconded.

Tracy Fuchs added an agenda item. She addressed the recent situation with a volunteer parent who has been criminally charged with inappropriate behavior with a minor. Tracy brought up that we should have a procedure for completing background checks in writing. Joe Craig mentioned parents who deal with the guard, uniforms, competition food, and anyone else who comes into direct contact with students should have a background check. The new board needs to have a policy in writing to address this. Tracy suggested that in addition to background checks, volunteers- or at least the executive board- should take a (free) course in how to recognize the signs of child abuse, as well as best practices to avoid being in a precarious position with kids. Tracy asked Patsy Fegenbush to head a committee to begin the process of establishing policies for background checks, and prioritizing student safety. Jodi McGinnis motioned to remove the aforementioned criminally charged volunteer band parent from the Band Booster Executive Board. Kevin Gregory seconded the motion.

Jodi McGinnis offered the financial statement of activity. Total revenue \$226,706.41, net revenue is \$50,131.71. Checking account balance is \$53,098.70; Charitable Gaming account balance is \$58,322.59; Savings account balance is \$9,154.93.

Tracy Fuchs offered the fundraising update in Robin's absence. Ford Drive for your School raised \$3,960. Staci Hunt Ramsey offered the raffle update. Made just over \$6,000 in profit after payouts and incentives. Jodi McGinnis indicated that all raffle winners have all been paid. Kevin moved that we move the \$6,000 profit from the raffle to the savings account (restricted funds). Jodi McGinnis then initiated a discussion to consider hiring a CPA with no affiliation to Ryle to conduct either an audit or financial review. Kevin Gregory moved to reduce the amount of the savings account to whatever was raised in the raffle, and then move the rest of the money to the checking account. Kevin also recommended not moving the Yankee Candle profits into restricted account just yet. Kevin also motioned that the Charitable Gaming account needs to be brought down to- and kept at- \$25,000; anything over that should be moved to the general operating account. This should be a standing procedure that does not require a motion/voting by the board, though the move should be reflected in the meeting minutes.

Kevin Gregory then discussed the 2017-2018 budget. Instruction has been given its own category this year. Winter programs include guard, drum line (this year will be in the process of building the program for future years), and jazz band. Kevin stressed that expenses to be paid by the Ryle account must be facilitated by a purchase order (PO) submitted to the school. These expenses are not reimbursable. Most items in the budget are similar and consistent to what we've had in the past year, with the exception of the state finals hotel. State finals are in Louisville this year, and Joe Craig would like to plan to stay overnight. Mr. Turner approved a full time Assistant Director position for Ryle, and hiring is in progress.

Matthew Hafley brought up that the football concessions booth needs ventilation in order to maintain the integrity of the equipment. Joe Craig will ask Mr. Turner if it's possible to address this, and have Boone Co. potentially add ventilation.

Joe Craig mentioned that there are other capital needs the band has that he feels are of greater necessity than the storage. Some of these needs include an E flat clarinet, Bass trombone; the marching band needs more marching band instruments (i.e. mellophones). New chairs for the band room are also needed- proper musician chairs that are one color, support proper breathing and posture, and can be stored on racks. While cabinets/lockers will improve

security of the band room, instruments and proper chairs will impact the actual performances of the band program. Kevin Gregory suggested we explore whether the school district can/will purchase instruments, or possibly chairs. Joe Craig will also be looking into a potential practice location for long-term goals.

June 22 will be the next executive meeting and the association meeting for the purposes of approving the budget.

Tracy Fuchs asked who pays for repairing school instruments when they are damaged. Discussion ensued that we should be charging rental fees- this is from where the repair costs are drawn. Beechwood has a contract (which we can use for reference) for renting instruments that has language about who pays if a student breaks an instrument.

Joe Craig gave the Director's Update- the transition is progressing nicely. The announcement for assistant hire will be on May 28. Leaving one program and joining another is a roller coaster, but thanks to all for their support.

Kevin Gregory made a motion to adjourn the meeting; Jodi McGinnis seconded.