

July 2026 Cascade Band Booster Minutes

Meeting Date: July 14th, 2026

Meeting Time: 6:00pm

Meeting Location: Cascade High School Theater

Proceedings:

Meeting was called to order by Leteta Toney.

Members received the minutes from the previous meeting via email and social media.

A motion was made and seconded to approve the previous meeting minutes and waive the reading of the minutes.

The motion carried.

The Financial Report was given by Kellye Gilbert.

Kelly presented the organization's current financial report and provided an overview of the band's financial position.

June's financial summary:

- **Beginning balance, June 1:** \$19,165.51
- **June expenses:** \$4,297.55
- **Ending balance, June 30:** \$14,867.96
- **Current balance:** \$20,304.70

The current balance includes funds transferred from Square, Venmo, and PayPal into the band's primary account.

June expenses included:

- Banquet expenses
- JW Pepper music purchases
- School nutrition staffing for kitchen use
- Guard costume purchases

Anticipated upcoming expenses were discussed, including:

- Band camp, estimated at approximately \$10,000
- Show props and equipment

- Competition fees
 - Meals and food for students
 - Other seasonal expenses
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- It was emphasized the importance of maintaining financial responsibility while continuing to pursue sponsorships and donations to support the band's needs.
 - The board discussed upgrading the band's outdated laptop and QuickBooks system to a cloud-based accounting system. The goal is to make bookkeeping easier and allow appropriate board members to access financial information when needed.
 - Kellye will investigate nonprofit pricing and free/discounted options for QuickBooks or similar accounting software.
 - A laptop may also be donated for use with the accounting system.

A motion was made and seconded to approve the financial report.

The motion carried.

Board Positions

The board discussed the importance of parent involvement and encouraged parents to volunteer even if they cannot attend every meeting or event. Virtual attendance options are available for board meetings.

The following open board positions were discussed:

Vice President

The Vice President oversees several responsibilities, with the concession stand being one of the largest.

Responsibilities include:

- Concession inventory
- Purchasing food and supplies
- Organizing concession volunteers
- Stocking and setting up the concession stand
- Coordinating volunteers
- Helping with the band banquet and competitions
- Assisting wherever needed

- Natasha explained the responsibilities and offered to help transition the next Vice President into the role.

Amanda Heath was nominated and voted in as Vice President.

Band Mom Team

Because of the size of the band, the board agreed that a team of Band Moms would be more effective than having one person responsible for everything.

Responsibilities may include:

- Preparing meals and snacks
- Shopping for food and supplies
- Making sure students have food before competitions
- Managing food allergies and dietary needs
- Providing water/Gatorade during practices
- Assisting with the medical kit
- Supporting students during football games and competitions
- General student support

The board also discussed having dedicated support for:

- **Senior students**
- **Color Guard**

A team approach will allow the Band Moms to divide responsibilities and cover for one another.

Shelly Barnett, Liz Davenport, and Reagan Simpson as backup were nominated and voted in as Band Moms.

Treasurer

The Treasurer is responsible for:

- Sales tax and other required filings
- Nonprofit/business paperwork
- Deposits
- Fundraiser money
- Concession money
- Financial recordkeeping and oversight
- Maintaining a debit card for approved purchases

- Providing checks and balances with the Bookkeeper

The board emphasized that at least two people should be involved in counting money and handling deposits.

Jeanette Minix Carlisle was nominated and voted in as Treasurer.

Bookkeeper-In-Training

The board discussed creating a Bookkeeper-in-Training position to allow someone to learn the bookkeeping process from Kelly before taking over future responsibilities.

Duties include:

- Entering purchases and deposits into QuickBooks
- Categorizing transactions
- Assisting with deposits
- Helping count money
- Assisting with concession financial procedures

The position remains open, and the board will continue looking for someone interested.

Sponsorship Coordinator

Stacy Jefferson was nominated and voted in as Sponsorship Coordinator.

The board encouraged everyone to identify potential sponsors and businesses that may be willing to support the band.

Band Debit Card

A motion was made and approved for **Mark Kilpatrick** to have a debit card for band purchases.

Fundraiser

The board discussed continuing some of the band's traditional fundraisers while considering additional options.

Fruit Fundraiser

The board agreed to continue with the fruit fundraiser because it has historically been one of the band's strongest fundraisers.

Additional Fundraiser

The board discussed whether to continue the cake roll fundraiser or explore another product.

Other ideas discussed included:

- Popcorn
- Nuts
- Holiday products
- Rada products
- Bleacher chairs/seats
- Other lower-cost products that can be shipped directly to customers

Because this is a **trip year**, additional fundraising opportunities will be important. Fundraisers during trip years may allow money raised by individual students to be credited toward their trip costs, while sponsorships will help offset the loss of some fundraising revenue to the general band fund.

The board agreed to proceed with the fruit fundraiser and continue evaluating another complementary fundraiser.

Fundraiser Dates

The upcoming fundraiser was approved to begin approximately **August 24** and continue into early September, with flexibility built into the schedule for processing and returning orders.

Motion carried.

Sponsorships

Walmart Grant

The band was awarded a **\$3,000 Walmart grant**.

- The board plans to continue applying for grants through other Walmart locations in the surrounding area when applications become available.

- The band has also converted its PayPal account to a nonprofit account, which should reduce fees.

Band Camp Meal Donations

Several individuals/businesses have reached out about donating meals for Band Camp. These donations will help reduce the band's food expenses.

Tyson

A request has been submitted to Tyson for a possible donation of chicken and/or financial support.

The request has been forwarded to Tyson leadership, and the band is awaiting a response.

The board noted that Tyson previously donated a substantial amount of chicken to the band.

Sponsorship Campaign

Sponsorship letters will be distributed during Band Camp.

An envelope-stuffing event will be organized so sponsorship letters can be sent out promptly.

The board encouraged everyone to pursue sponsorships, regardless of the size of the donation.

Band Camp

The board discussed meal plans and volunteer needs for Band Camp.

Tentative Meal Plans

Tentative plans include:

- **Monday:** Catering
- **Tuesday:** Hamburgers, hot dogs and fries
- **Wednesday:** Bell Buckle Cafe
- **Thursday:** Chicken Alfredo

- **Friday:** Pizza
- **Saturday:** Barbecue, chips, fruit and drinks

- The Saturday meal will include both pork and chicken options.
- A fryer may be needed for Tuesday's meal.
- The board discussed providing fresh fruits and vegetables while being mindful of food allergies and current food-safety concerns.
- Bagged lettuce will be avoided, with heads of lettuce considered as an alternative.
- Food allergies and dietary restrictions will need to be communicated and considered when planning meals.

Band Camp Volunteers

A SignUpGenius will be created by Mrs. Lucich for food and other Band Camp volunteer needs.

The board also needs volunteers to help with:

- Food preparation
- Water and Gatorade
- Meal service
- General Band Camp support
- Setup and cleanup

Fans and Tents Needed

Parents are being asked to donate or loan:

- Fans
- Tents
- Extension cords
- Power strips

Items should be clearly labeled so they can be returned to the appropriate owner.

A Facebook parent group post will be made requesting these items.

Uniforms and Costumes

Dawn Kilpatrick discussed upcoming uniform needs.

Additional volunteers will be needed during Band Camp to:

- Fit uniforms
- Take measurements
- Organize uniforms
- Label items
- Assist with general preparation

Volunteers do not need sewing experience.

Show Costumes

Costume expenses are currently being estimated, with an initial high-end estimate of approximately **\$8,000**, although the final cost is expected to be lower as sponsorships and lower-cost vendors are explored.

The board will continue seeking ways to reduce costume expenses.

Show Belts / Merchandise

Customized belt buckles featuring the show's design are being considered. Additional buckles could potentially be sold to parents as a fundraiser.

Show Shirts and Other Merch

The board discussed show shirts and additional merchandise.

The plan is to conduct multiple shirt ordering rounds, with the first order already underway and another order planned following the Parent Show.

Additional merchandise ideas will be considered based on demand and available vendors.

The board discussed inviting outside vendors to sell merchandise and provide a portion of proceeds to the band.

The board agreed to contact **Alco** about returning to offer Fatheads featuring students' photos.

Another potential vendor offering cups and other merchandise was also discussed. The board will review the products before making a decision, with an emphasis on avoiding

conflicts with existing vendors and keeping merchandise consistent with the band's branding.

Pit, Props, and Trailers

The black trailer is currently being repaired.

Work completed/in progress includes:

- Repainting and sealing the roof
- Repairing seams
- Repairing the door
- Addressing water intrusion
- Evaluating the damaged front cap

The roof has been coated with an RV roof coating expected to help reduce the temperature inside the trailer.

The board is investigating options for wrapping or painting the other trailers.

Possible sponsorship or donated work will be pursued before paying for the work.

Trailer Pullers

A sponsor, **CMB Plumbing**, has offered to assist with pulling the band's large trailer to competitions, either by providing a truck or by driving it.

A volunteer sign-up will be created for trailer pullers and other transportation needs.

Props

The board discussed the construction and transportation of this year's show props.

The current plan includes:

- Cactus props
- A hay bale prop
- A horse/saddle prop
- Additional fencing
- Other show structures

A prototype horse/prop will be demonstrated for board members to review.

The board will determine the number of additional props needed after reviewing the prototypes.

The band anticipates needing heavy-duty caster wheels for large props. The wheels must be capable of safely transporting heavy equipment across parking lots and fields.

The board will seek donations, discounts and sponsorships for these materials.

Pit Crew Volunteers Needed

Volunteers are needed to assist with:

- Removing equipment from trailers
- Moving props to staging areas
- Setting up props before performances
- Assisting students with prop movement
- Breaking down props after performances
- Returning equipment to trailers

The board emphasized that additional adults help prevent students from becoming overworked or injured while moving equipment.

Mr. Lucich's Director Report

New York City Trip Meeting

A parent information meeting about the upcoming New York City trip will be scheduled for a Tuesday or Thursday practice in August.

The itinerary is being developed and is progressing well.

More information will be provided to parents once the meeting date is finalized.

Band Tower

The band is awaiting delivery of the remaining pieces of a new tower.

Once all pieces arrive, volunteers will be needed to assemble the tower.

A pallet currently sitting near the road will also need to be moved to a safer location.

Communications

Amy provided an update on the band's website.

The website has been updated with:

- Current information
- Updated calendar
- New Pictures
- Forms
- Other band resources

The online calendar can be integrated with Apple, Google and other calendar systems.

Printed calendars will also continue to be provided at meetings.

The member-page password is **chsband** and will be posted in the parent communication group.

Parents were reminded that the band's primary communication platform is the BCS app. Messages can be received through the app via text or email.

Band Video

The annual band video was not advertised to students.

The board discussed promoting the video.

Austin will provide the information needed so the video can be promoted.

Behind the Music Parent Meeting

A **Behind the Music** parent information meeting will be held on the first day of Band Camp at **7:00 p.m.**

The meeting will cover:

- What parents should expect during marching season
- How to prepare for band season
- Things experienced parents wish they had known

- Ways parents can support students
- General information about the program

Board members will meet during Band Camp/Freshman Day beforehand to coordinate what information should be presented.

Board Communication

New board members will be added to the board text chain.

Board members were asked to provide their phone numbers after joining the board.

The text chain will be used for operational communication throughout the season.

Parent Volunteering

The board emphasized that parents do not need to commit to being present all day or attending every event to make a difference.

Even **30 minutes or an hour of help** is valuable.

Parents were encouraged to:

- Show up when they can
- Bring friends to help
- Volunteer during Band Camp
- Help with setup/cleanup
- Work concessions
- Assist with meals
- Help with props and equipment

The board also emphasized that students are generally too busy during Band Camp and competitions to spend much time with their parents, so parents should not be discouraged from volunteering simply because their child may not want them around.

Meeting was adjourned by Leteta Toney.

Our next meeting will be **Tuesday, August 18th at 6:30pm** in the Cascade Band Room.

Upcoming Events:

Tuesday, August 18th - New York Trip Meeting 6:00pm

Friday, August 21st - AWAY Game @ Cheatham Co (Optional Pep Band Only)

Friday, August 28th - HOME Game VS Moore County