

September 2026 Cascade Band Booster Minutes

Meeting Date: September 15th, 2026

Meeting Time: 6:30pm

Meeting Location: Cascade High School Band Room

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.

Financial Report

The financial report was presented by Kellye Reynolds.

- Beginning balance on August 1: \$12,028.32
- Deposits: \$21,060.57
- Expenses: \$18,292.85
- Ending balance on August 31: \$14,796.04
- Current balance: \$14,503.06

Deposits included:

- Sponsorships and donations
- Merchandise sales
- Concessions
- Other fundraising receipts

Recent expenses included:

- Costuming and uniform-related purchases
- Merchandise and supplies
- Trailer expenses
- Concession supplies and operations
- Instructor payments
- Other band-related expenses

Upcoming/Outstanding Expenses

The following expenses were discussed:

- Additional swag order: estimated at less than \$1,000
- Remaining uniform and costume expenses: estimated at less than \$1,000
- Outstanding reimbursements for supplies and instructors
- Additional trailer paint and signage
- Meals for students and staff at upcoming competitions
- Fundraising expenses
- Year-end music, instrument repair, and other recurring expenses

The board discussed the importance of planning for upcoming expenses as the season progresses. Competition travel costs may be reduced through existing credits and a volunteer bus driver's donated time.

Community Sponsor Update

Take Five Oil Change (a band sponsor) provided an update on a promotional flyer program benefiting the band.

- Approximately 100 promotional flyers were distributed.
- The band receives \$5 for each qualifying customer redemption.
- The August proceeds were reported to be \$10.
- Additional updates are expected as September results become available.

Additional flyers were offered for distribution by band families. A future promotional discount was also discussed.

Mr. JC reported plans to open eight additional Take Five locations and expressed an interest in increasing support for the band as the business expands.

Mr. JC also offered to help cover the cost of meals for students at an upcoming competition. Meal pricing will be researched, and the sponsor will provide an update.

Competition Meals

The group discussed meal arrangements for the remaining marching band competitions.

Austin Peay

The competition format has changed and will no longer include preliminary and final rounds. The performance is expected to take place in the late afternoon, with awards around 7:00 p.m.

The group discussed providing a sack lunch before departure and determining whether students should eat after awards or stop for food on the return trip.

Because the schedule may allow students to purchase their own food after the competition, the group will evaluate the most practical and cost-effective option.

Siegel

The plan is to provide sack lunches and allow students to purchase dinner from the concession stand. This will also support the host school's concessions.

Forrest

A sack dinner is planned.

BOA and State

Both competitions are expected to require lunch and dinner because of their extended schedules.

The group discussed continuing the tradition of allowing seniors to select their meals at the state, if the budget allows.

Motion was made and seconded to approve the financial report. Motion carried and the financial report was approved.

Treasurer Report

Treasurer Report was presented by Jeannette Minix-Carlisle.

She mentioned that we have a potential upcoming bookkeeper! He has helped make concessions run smoother and it's been a breeze. Concessions has been running very smoothly due to lots of help and also a second warmer.

President's Report

President's Report was given by Leteta Toney.

Band Moms

Leteta discussed the need for additional Band Mom volunteers to help cover rehearsals, football games, competitions, and student needs.

Many current volunteers work full-time, making it difficult for a small group to cover all responsibilities.

Volunteer needs include:

- Rehearsal and game-day assistance.
- Student supervision and support.
- Transporting and monitoring the medical kit.
- Meal preparation and distribution.
- General assistance during competitions.

The group discussed creating a sign-up form similar to the existing concession and prop volunteer forms.

The goal is to divide responsibilities among more parents so that volunteering is manageable and all necessary tasks are covered.

Fundraising Report

The Fundraising Report was given for Heather Nerren by Leteta Toney.

The group discussed the annual March Like a Champion bake sale.

The fundraising coordinator was unable to attend but asked whether the boosters wanted to continue the event. The group discussed the possibility of competing with other school organizations that are also conducting bake sales during home football games.

Because multiple groups may be selling baked goods at the same events, the group decided not to proceed with the traditional bake sale and to consider alternative fundraising opportunities. Maybe add extra specials to concessions.

Concession Specials

The group discussed adding special food offerings to increase concession revenue.

Catfish Special

A catfish special was proposed for an upcoming home football game. Community members may be able to donate fish, and volunteers offered to assist with cooking equipment and preparation.

The group discussed the possibility of holding the special on October 9 or October 23, but the date and availability of volunteers need to be confirmed.

We have a second fryer to use for the fish so all of the oil will not have to be thrown out.

Chili Special

Chili was also suggested as a potential special for the October 23 game.

Concessions Update

Concessions Update was given by Mandi Heath.

End-of-Season Cleanup

Mandi discussed organizing a volunteer workday to close the concession stand properly after the season.

Tasks will include:

- Cleaning refrigerators and removing remaining food.
- Cleaning the concession area and disposing of grease and waste properly.
- Turning off the ice machine to prevent maintenance issues.
- Storing supplies and equipment appropriately.
- Coordinating exterior sidewalk cleaning.

The final home football game is October 23. The group discussed scheduling the concession shutdown and cleanup for the weekend of November 14.

Concession Preorders

Dawn has a jotform for each week's preorders. We still need physical forms. Amy can make and send to Mr. Lucich to print out on Tuesdays.

Uniform Mom Report

The uniform and costuming report was presented by Dawn Kilpatrick

Swag Orders

Dawn reported that the final shirt order is being submitted.

Some merchandise from the first order has not yet been picked up. Families who ordered shirts, hats, jackets, and other items should be reminded to collect their purchases.

Preordered belt buckles have arrived, and a limited number of extras may be available for purchase.

Sweatshirts and Hoodies

The group discussed offering sweatshirts or hoodies to students and parents. Students will need an opportunity to place orders, and the ordering process for parents will also need to be determined.

Uniforms

Remaining uniform fittings and alterations are underway.

The group discussed adjustments to competition attire because of the heat, including the possibility of wearing hats, shirts, jeans, and drill masters rather than the full uniform.

Additional fittings are needed for several students. Remaining uniform pieces will be distributed as they are completed.

Costumes

Most costume components have arrived, including the remaining belt hardware.

Additional work is needed to complete the costumes, including:

- Pinning and adjusting sleeves.
- Attaching belt loops.
- Installing rivet snaps.
- Pressing, trimming, and assembling costume pieces.
- Completing final adjustments to ensure the costumes fit securely.

Additional volunteers are needed, particularly during available work periods and meal breaks.

The group discussed using the final hour of band camp for students to try on their completed costumes and run through the show in costume, if scheduling allows.

Hats

The hat adjustments have generally worked well. Additional adjustments may be made to hats that are too loose or too tight.

Loops will be added to guard hats to help secure them with bobby pins.

The group expressed appreciation for the volunteers and students who have contributed significant time and effort to costume construction and assembly.

Pit, Prop, and Trailer Report

The report was presented by Mark Kilpatrick.

Fence Storage and Transportation

The group discussed temporarily storing several assembled fence sections near the concession area on Thursday evenings.

This would reduce the number of trips required on Friday and prevent the fences from having to be disassembled and reassembled unnecessarily.

The storage arrangement must leave sufficient space for concession operations and vehicle access. The group will evaluate the arrangement during the upcoming game.

Cactus Props and Wheels

Four of the six required wheels are available for the cactus props.

Additional wheels were discussed, with an estimated cost of approximately \$70 for two sets. The group discussed the proposed purchase, but final purchasing authorization was not clearly established.

The cactus props are expected to be completed in time for mini band camp day.

Cable Reels

The group discussed purchasing a reel to make handling and transporting court cables easier.

Because reels have caused problems in the past when they become jammed, the proposed reel will be tested before being used regularly.

Trailers

- A fifth 16-foot enclosed trailer has been made available for Friday and Saturday competition transportation.
- The final trailer has been painted black and is expected to arrive Thursday.
- Trailer logos and decals still need to be arranged.
- Bearings and seals have been replaced as needed on the trailers.
- An intermittent trailer lighting issue remains under investigation.

The additional trailer capacity is expected to help with transportation of fences, props, and other equipment.

Competition Worker Passes

The group discussed the number of workers needed to transport props, operate the pit and sound equipment, and assist with other competition responsibilities.

The current estimated crew size is approximately 20 people, although the number may be reduced as responsibilities are streamlined.

The group discussed the availability of complimentary and discounted competition passes.

- Bands of America may provide approximately 25 parent passes.
- State competition typically provides approximately 10–12 parent passes, with additional discounted passes potentially available.
- Other competitions may provide additional passes depending on the event and the band's schedule.

The group discussed moving forward with purchasing necessary discounted passes, subject to confirming the final number required and the available budget.

Sponsorship Report

The sponsorship report was presented by Stacey Jefferson.

Current Sponsorship Totals

- 100–499: 4 sponsors
- 500–999: 8 sponsors
- 1,000–2,499: 7 sponsors
- \$2,500 and above: 1 sponsor

The coordinator reported that most sponsorship funds had already been deposited. An additional \$1,250 was received on the day of the meeting and was expected to be reflected in the account the following day.

Sponsor Recognition

The group discussed beginning a fall social media recognition campaign for sponsors, with another round of recognition planned in the spring for sponsors secured later in the year.

Logos are needed for Champion and Maestro sponsors to be displayed on the band trailer.

The group also discussed expanding concession stand sponsor recognition to include both Champion and Maestro sponsors. This would allow more sponsors to receive recognition during the remaining home games.

Sponsors whose recognition cannot be displayed for all remaining games may continue to be recognized during the opening games of the following season.

In-Kind Donations

The group discussed documenting donations of materials and supplies, including contributions toward the cactus props..

A potential meat donation was also discussed from Potts Meats. Stacey will contact the business to determine whether it can donate meat for band meals in place of a raffle-based sponsorship.

Other Business

The group discussed preparations for Saturday's meal.

The planned meal is a barbecue baked potato bar with toppings and fruit. Salad was also discussed.

Dinner is scheduled for **5:00–6:00 p.m.**

Thirteen bags of potatoes remained available. Volunteers discussed baking the potatoes ahead of time, placing them in coolers to retain heat, and delivering them before dinner.

Additional food preparation and delivery arrangements will be coordinated among volunteers.

Adjournment

A motion to adjourn was made and approved.

The meeting was adjourned.

Our next meeting will be **Tuesday, November 17th, 2026 at 6:00pm** in the band room.

Upcoming Events:

Saturday, October 17th - Mid-South Marching Invitational @ APSU

Friday, October 23rd - Home Game vs Marion Co and Senior Night

Saturday, October 24th - Forrest Rocket Tournament of Bands

Thursday, October 29th - Away Game @ Community

Saturday, October 31st - BOA Middle Tennessee Regional (Cookeville)