

**James Campbell High School Band Boosters  
Executive Board Meeting Minutes**

**Wednesday, June 15, 2020 6:30pm.  
JCHS Band Room**

Present:	Matthew Yamada, Band Director	Lynette Petty, Color Guard Advisor
	Jason Higashionna, President	Kathy Higashionna
	Heather Morgan, Vice President	Jaci Tamura
	Barbara Valona, Band Support	Nancy Lord, Secretary
	Abby Rosacia, Treasurer	

Meeting Called to Order at 6:46pm.

Jaci stated Boosters has approximately \$20,000 in bank account. She has refunded all seniors any money due to them. Still in the process of transferring bank authorizations, waiting on bank paperwork, and will be updating PayPal also.

Mr. Yamada informed Boosters that Theresa Miller is no longer an employee of JCHS, but she will still be involved as a parent member. JCHS has hired Scott Erickson to assist with the Music program.

Jason will consult with Theresa regarding the use of \$16,000 remaining fundraising funds. Possibly either refunding parents or adding a credit to student's Charms accounts for reimbursement of lost trip funds. Graduated seniors would receive a check payment. Kathy reminded Board that this credit could not be used towards anything considered fundraising such as concert tickets. It would need to go towards student's uniforms, etc.

Jaci & Kathy provided a detailed list and timeline of band activities and events throughout the year.

Charms has been renewed for another school year. Members are encouraged to complete the Charms online training. Board will determine who maintains Charms, may enlist parent boosters who wish to help. Some suggested committees that would be helpful to form are: Permission Forms, Social, Fundraising, Communications, Uniforms. Please bring other suggestions to next meeting.

Board discussed development of a Website. Possibly enlist a parent who would like to take this on.

Board explored more payment options for parents, Charms utilizes PayPal. Jason would like to eliminate the cash drop off box because of it's difficulty to monitor and track submitted payments. He would like to give a suggested amount for parents to fund their child's Charms account and deduct for events and activities from this, instead of small cash payments being turned into the box. Board would like to switch to all electronic forms instead of paper, may need consent from DOE regarding accepting electronic signatures.

Board suggested Mr. Yamada book PCCC for the Winter Concert and Aloha Concert when possible.

Mr. Yamada will look into communicating with incoming freshmen with an update. He will also look into issuing an email inviting any JCHS students who would like to participate in band to

join. It was suggested that an email should be sent out to all current band members informing them that Marching Band will probably not proceed, but that Pep Band is still a possibility. If Pep Band shirts and pants need to be ordered, they take about two weeks to receive from time of order. Could possibly order some to keep on hand, just in case Pep Band does occur.

Lynette inquired whether she should be added to the bylaws. She also suggested that Color Guard could enhance their performance with the Pep Band in lieu of Marching band.

Board decided to meet bi-monthly for the time being. We will meet on the 1st and 3rd Wednesday of each month. Next meeting will be July 1, and then July 15 at 6:30pm.

Meeting adjourned at 8:32pm.