ZBB Board Meeting Minutes

Tuesday, January 26, 2021

6:30 p.m. via Zoom

* In attendance: Tom Landrum, Nikki McKnight, Ellen Bailey, Jeff King, Malinda Bush, Susie McKenna, Sue Wu, Susan Nickel, Stuart Carter, Steve Wilkie and Nicole Quinn
* Approval of December Meeting Minutes: Susan moved to approve, Steve seconded, all approved
* Reports
	+ President: Ellen Bailey
		- Stuart was made a member at large; Susan nominated, Steve seconded, all approved
		- Discussion of a meeting, likely by Zoom, for parents of current 8th graders/incoming freshman
		- Possible separate Zoom meeting for new marching band members
		- Tom has spoken with both 8th grade classes about transitioning to the high school programs
		- Discussion of student accounts and continued efforts to collect the overdue accounts
		- Discussion of student fees for this year, specifically fees allocated to uniforms because of possibility of uniforms not being distributed to current freshman. We’ll continue the discussion later about a possible credit or discount next year. Would like to avoid a refund if possible.
	+ Vice President: Tracy Coussens
		- Tracy wasn’t in attendance. Ellen reported on her behalf that the letter jackets are distributed, and that Tom is continuing to hand out chenille awards.
	+ Secretary: Becca King
		- No report
	+ Treasurer: Steve Wilkie
		- Steve started by nominating Sue Wu as new ZBB Board Treasurer. Susie seconded. All approved. Sue-Yuen Wu is the new treasurer of the ZBB Board. Steve will stay on to assist her in transitioning to the role.
		- There were many thanks to Steve for his years of service on the ZBB Board, especially in the treasurer role.
		- Steve highlighted the tools of the Treasurer, specifically a laptop and Quickbooks software. Sue will need to be given access to both. Both the laptop and the Quickbooks software are becoming dated. Steve encouraged the board in the future to consider either going to Quickbooks online and/or purchasing a new laptop and a current version of Quickbooks. Also, Sue will need to be trained on the Quickbooks software.
		- Steve shared the financial reports via email prior to the meeting.
			* Discussion of current monthly contributions to the marching band uniform fund, capital equipment fund, and the rainy day fund. Currently, the amount of $300 per month is added from the ZBB general accounts to those specific funds. Prior to the pandemic, those amounts were higher.
			* Discussion of the current status of the ZBB checking and savings accounts. While income is down, expenses also are down.
			* General agreement that until the new budget is determined, the monthly contributions to the marching band uniform fund, capital equipment fund, and the rainy day fund will remain at $300.
				+ Further discussion of how much we would like to have in the rainy day fund. A target amount of $30,000 is what we would like to see.
		- We will discuss and possibly determine next year’s budget at the February meeting. Steve and Sue will meet and put together a draft budget ahead of that meeting.
	+ Fundraising: Nicole Quinn and Susie McKenna
		- Not a lot to report at this time
		- Dine to donate did happen in January. Those events will be moving to one per month instead of two.
		- Susie is getting up and running as part of the Fundraising arm. Susie and Nicole are timing out upcoming fundraisers
		- Susie suggested increasing the cost of spirit wear in the future. Other clubs and sports charge much more than we do for less quality items.
	+ Hospitality: Susan Nickel
		- There will be a need for some kind of refreshment for the judges for the color guard contest. That is still being determined.
	+ Program Coordinator: Jeff King
		- Jeff brought us up to date on the upcoming color guard contest and the logistics involved
		- Brief discussion of when Sue will need to be available to pay the judges, announcer, EMT and possibly the streaming staff
		- Jeff anticipates we will net $5,000 to $6,000 from the color guard contest.
		- Tom asked if there will be a showcase event this year. That is still being determined. Jeff would like it to happen, but we have to work with health and safety concerns.

* + Director Report: Tom Landrum
		- Tom again expressed huge thanks to Steve Wilkie for his years of service on the board.
		- Tom highlighted several students:
			* Hannah McKenna for making the Jr. All State Band
			* Emily Stucky for making the All State Band
			* Megan Webb for making the All State Honors Band
		- Indoor and winter guard are going well.
			* Props are in production and they have taken advantage of stuff we already have to reduce out of pocket costs. Tom shared pictures of some of the props.
			* Frist indoor contest will be February 13
			* First winter guard contest will be February 20
			* On Sunday the 24th, Tom, Jeff, Braton Mendenhall and Jacey King participated in a Zoom meeting with the 8th grade members of the cadet winter guard. Tom felt that went well.
		- Purdue Jazz fest happened recently. The Green Jazz Band earned a Division I rating
		- ISSMA Jazz Contest is coming up. Both the Green and the Silver Jazz bands will enter via video submission
		- There are 9 soloists participating in Solo and Ensemble this spring
		- Tom mentioned again that there may be a February 2022 marching band trip. It will be dependent on the status of the pandemic.
		- There has been chatter among band directors asking when Zionsville will be hosting our marching band contest. Tom will start advertising our October 2 date.
		- There are several Boy Scout Eagle Scout projects happening in support of the band department
			* Ben Gaylor is cleaning out and reorganizing the band’s storage room
			* Sam Gibson is building new shelves for the baritone saxophones
			* Thomas Jerz is determining a band supporting project for his Eagle Scout as well
		- Tom would like Marching Band mini camps to be June 1-3 and June 8-9, with full band camp held July 12 – 16 and July 19 – 23. Possibly also a trip to King’s Island on July 24.
		- Additional discussion of Zoom parent meetings. We’ll hold one for the current 8th grade/incoming freshman parents in early March. Another meeting for parents of returning students in late April.
		- Other upcoming band dates:
			* March 15th Concert – will likely be same format as holiday concert (videos of each group, compiled and streamed)
			* May 3rd Concert – it was discussed that if an audience can attend, possibly limit it to Senior’s parents so they can see their last concert
			* Evening of Jazz is cancelled
			* Jazz band auditions for 8th graders will be March 23rd, submitted via Canvas
			* Jazz Jive & Java isn’t cancelled yet
			* Drum Major auditions will be February 25
	+ Final announcements:
		- Melinda will be taking over as assistant treasurer
		- Next Meeting dates are February 16th and March 30th.

Meeting adjourned.