



# LAKE HOWELL HIGH SCHOOL BAND PROGRAM

BAND BOOSTER ASSOCIATION

POST OFFICE BOX 598 GOLDENROD FLORIDA 32733-0598

## Band/Guard Parent Meeting Minutes

September 11, 2023

Lake Howell Band Room

### Overview:

The Lake Howell Band/Guard Parent meeting was conducted on Monday, September 9, 2023 in the Lake Howell Band Room. The meeting was scheduled to start at 7:00pm. This meeting was also video recorded and posted to YouTube. An email link to the unlisted video was sent to all parents/guardians on Wednesday, September 13, 2023.

Link: <https://www.youtube.com/watch?v=7yHWFomP8l0>

### Attendees:

Parent/Family members attended the meeting in person, including the Band Booster Board Members listed in the table below.

Attended	Board Member	Attended	Board Member
X	President, Jon Steele	X	Marketing Coordinator, Kim Wylde
X	VP Operations, Missy Mann		Visual Coordinator, Uniforms, Brittany Steele
X	VP, Ways & Means, Kayla Smith		Assistant Visual Coordinator, Acting Secretary, Klainie Nedoroscik
X	Treasurer, Karen Castiello		
X	Assistant Treasurer, Zoe Rivera		

### Agenda:

The agenda was distributed to all parents/guardians via e-mail earlier in the day and paper copies were available at the in-person meeting in the band room. Please see Attachment A for the Agenda.

### Discussion:

The meeting was called to order at 7:08PM.

#### Welcome & Introductions

- Jon Steele welcomed participants and provided an overview of the agenda

#### Financial Update/Reminders

- Karen Castiello provided a financial update. They are still going through and updating all finance accounts. She thanked everyone for their patience and asked people to review their accounts in charms and to email her if there are any questions or discrepancies.

## Operations Overview

- Missy Mann began the overview of operations
- September/October Home & Away Games
  - Noted that the first home game is indicative of the flow of how most home games work (with the exception of the rain delay)
  - Reviewed information for first away game on 9/29
  - Noted needs for volunteers in particular for concessions at home games to help with pre-orders
  - Noted needs for trailer pullers and box truck drivers for away games
  - Family members are welcome to volunteer as well, just need to sign up as dividend
- Competitions
  - First competition coming up on MBC Merritt Island on 10/7. Volunteer needs are similar as for away games
  - Provided an overview of the timing of the day
  - Question: what is the earliest they may leave school to get to competition. Answer: Mr. Eslava will know timing approximately a week prior to the event
    - Safe to assume students will need to be at school until 8 or 9am. Arrival back to school will depend on how many school participate and timing.
  - Question: can families come watch competitions? Answer: Yes, all are encouraged to come, and ideally wear band shirts
- All state audition information came from Mr. Eslava for individuals who are participating. Reach out to him or check the Sunday email if you didn't receive the information.
- Trunk or Treat – will be after practice on Monday 10/30
  - Parents/friends can come decorate their cars and have candy/snacks to hand out.
  - Will send out a flyer with more information
  - Cars will park in parking lot outside of band room
- Volunteers
  - Reiterated need for drivers for away games and competitions
  - This Saturday is the Mega Car Wash/Bazaar
    - Mandatory unless students/families paid to opt out
    - Need volunteer help from parents for set up, conducting the event, and cleaning up
    - Concession stand will be available
    - Students will be scheduled in 45 min shifts
    - Parents will drive students to advertise at corners; will need to fill out an insurance waiver
    - Goal is to have kids do most all of the selling, car washing, etc. But parent help is needed to help coordinate and assist students where needed.

## Fundraising Updates

- Kayla Smith & Kim Wyldes reviewed the fundraising updates
- Snap Raise
  - Online fundraiser to benefit student accounts (minus 20% Snap Raise fee)
  - \$6K raised so far, but only 29% of students participating
  - Fundraiser will end 9/29
- Concession Stand
  - Asked for volunteer help for Lyman game
  - Lyman has a large 200 person band
  - Pre-order forms have been sent to Lyman
- Girls Volleyball
  - Reviewed games left where we will provide concessions
  - Students working either of the shifts gets money on their account
- Mega Car Wash and Bazaar
  - This Saturday, 9/16
  - Includes car wash, yard sale, and concession stand
  - 60 spots available on Charms, only 3 spots are filled
  - Question: what is the penalty for parents not being able to volunteer since it is mandatory?

Answer: the event is only mandatory for students who have not paid the opt out fee for fundraising. Parents are optional, but necessary to conduct the event.

- If kids do not participate and did not opt out, their account will be charged \$160.
- There are different spots to work: yard sale, concessions, car washing, bake sale
- Set up is from 7-9; event is from 9:30am – 2pm
- Breakfast will be provided
- Drop off gently used items you'd like to donate to the yard sale/bazaar until 8:30 today, Wed from 5:30 – 6:30pm, Friday from 5-7:30pm, or Sat from 7:30-9:30. Jon will have a Uhaul to pick up large items on Friday starting at 5.
- Asked to borrow tents/canopies, folding tables, chairs, etc. for event. Please mark with name so it can be returned to you.
- Will also take donations for bake sale
- Missy will send out a list of kids who still need to sign up for shifts
- Question: asked if there is freezer storage space for concession stand donations (ice pops, ice cream sandwiches. Answer: Yes
- Reminded parents to really try to volunteer at least 2x through marching season
- Asked for snack and bottled water donations to bring with us during away games and competitions
- Silent Auction on 12/15
  - Explained how silent auction works – the cost of any donated item received will be split between general band fund and student account
  - Question: Will the board provide sample letters to send out to organizations asking for donations? Answer: Yes, example letters will be sent out this weekend.
  - Zoe will be the main POC for the silent auction
  - Many alumni come out for the Winter Concert and go holiday shopping at the auction
- Car Washes
  - One more scheduled for 9/23
  - Proceeds are split between student accounts for those who volunteer
  - Most money is from donations
  - For many events, people want to hear from the students on why they are doing this or what their story is. Parents should encourage students to be able to explain what the money is going towards.
- Program Ads
  - Professionally printed programs for Winter Concert on 12/15
  - Includes ads, shout-outs, senior tributes
  - We have an alumni who has offered to cover the printing costs of the forms
  - Works similarly to the silent auction, proceeds will be split between the student accounts and the general band fund account
  - Mr. Eslava has emailed out template/forms to provide to organizations to fill out
  - There's separate forms for Senior Tributes and Shoutouts

#### Student Band President Update

- Seth Mullett introduced himself and provided information on future events and what they would like from the parents
- Pre-order concessions need to be done before 3<sup>rd</sup> quarter so students can eat and be back in stands by 4<sup>th</sup> quarter
  - Question: should chaperones pre-order their meal? Answer: it is highly recommended so they don't have to wait in line at the concession stand
  - At away games, if they do not offer pre-orders, it's understandable if food takes longer to get, but pre-orders are always preferred
- More parents are needed to help on the busses and to help with moving front ensemble during away games and on competition dates
  - Seth reviewed the upcoming competitions and noted that MPA and State Championships are very important to have parent help
- Noted that upcoming Mega Car Wash/Bazaar is very important to pay attention to

- Asked for help from parents to respond to requests from band leadership when it's asked
- Asked to allow kids to stay later tonight to have cake for Mr. Eslava's birthday

#### Misc.

- Jon Steele reviewed/recaped items
- Reminder Jason's deli is available as a pre-order before game starts. Pre-orders due on Wed by 11. Sales from pre-orders does not benefit the band, but is solely for the convenience of the parents/students
  - Question: Where is the info on Jason's Deli pre-orders? Answer: it's in the Sunday email sent out every week. Missy will text individual the link
- Third quarter concessions pre-order need to be in by 11:59 on Tuesday
- Form F & Form G
  - Form F is the agreement on whether you opted out of the mandatory fundraiser or if the student plans to participate
  - Form G is the unity pledge
- Mega Car Wash/Bazaar
  - Reminder that Jon will come get large items. Email [president@lhband.org](mailto:president@lhband.org)
  - Can't take anything with chemicals (bug spray, fertilizer, etc), tube tvs, or mattresses. Plants are ok
- Uniforms
  - Periodically they will go home to get washed after a Friday football game. They need to come back to school by Monday morning. There's no reason students should have uniforms at home past the weekend they are washed.
  - Shaks should never go home
- Concessions
  - Updating processes and streamlining to be more efficient
- Dismissal
  - Reminder that after an event (practice, game, competition) students have to put away their equipment, clean up, etc. Don't expect the student to be ready to go at event end time.
  - All uniforms need to be put away by the students and any trash picked up
- Questions
  - Asked for Jon to introduce parents to band leadership so they know who they are. Answer: Jon asked Seth to come up and point them out after the meeting.
  - Is the band included in the FFCC Boone Competition. Answer: Yes, it's a marching competition
  - What timeframe does the competition typically run. Answer: Depends, but usually practice in the morning at school before leaving for competition
  - Will students always come to LHHS first and travel together to location? Answer: Yes. They will always travel by bus together.

Jon thanked attendees and moved to adjourn the meeting at 7:59.

# Attachment A: Meeting Agenda



## LAKE HOWELL HIGH SCHOOL BAND PROGRAM

BAND BOOSTER ASSOCIATION  
POST OFFICE BOX 598 GOLDENROD FLORIDA 32733-0598

### Band/Guard Parent Meeting

S, 2023

<https://lhband.org/>

Time	Topic	Speaker
7:00 – 7:10	Welcome & Opening Remarks	Jon Steele, President <a href="mailto:president@lhband.org">president@lhband.org</a>
7:10-7:15	Financial Update/Reminders <ul style="list-style-type: none"> <li>Financial Statements</li> </ul>	Karen Costello, Treasurer <a href="mailto:treasurer@lhband.org">treasurer@lhband.org</a>
7:15-7:25	Operations Overview <ul style="list-style-type: none"> <li>⌘ August/Sept (so far) Recap <ul style="list-style-type: none"> <li>First Home Game</li> <li>First Away/Rescheduled/Pep Band Game</li> </ul> </li> <li>⌘ Upcoming September/October Events <ul style="list-style-type: none"> <li>Home &amp; Away Games</li> <li>All State Auditions on 9/16</li> <li>First Competition: FMBC Merritt Island on 10/7</li> <li>Trunk or Treat on 10/30 after practice</li> </ul> </li> <li>⌘ Volunteers Needed <ul style="list-style-type: none"> <li>Home/Away Games <ul style="list-style-type: none"> <li>Drivers for Away Games!</li> </ul> </li> <li>Mega Car Wash &amp; Bazaar <ul style="list-style-type: none"> <li>Sorting/Pre-Setup on 9/15</li> <li>Event morning and afternoon shifts on 9/16</li> </ul> </li> </ul> </li> </ul>	Missy Mann, VP Operations <a href="mailto:operations@lhband.org">operations@lhband.org</a>
7:25-7:45	Fundraising Updates <ul style="list-style-type: none"> <li>Snap Raise</li> <li>Concession Stand <ul style="list-style-type: none"> <li>Home Football Games</li> <li>Girl's Volleyball</li> </ul> </li> <li>Car Washes</li> <li>Mega Car Wash &amp; Bazaar on 9/16 <ul style="list-style-type: none"> <li>Donation drop off days/times</li> <li>Items needed</li> </ul> </li> <li>Silent Auction on 12/15</li> <li>Program Ads for Winter Concert on 12/15</li> </ul>	Kayla Smith, VP Ways & Means <a href="mailto:waysandmeans@lhband.org">waysandmeans@lhband.org</a>  Kim Wyldes, Marketing <a href="mailto:marketing@lhband.org">marketing@lhband.org</a>
7:45 - 8:00	Questions and Wrap up	Jon Steele, President <a href="mailto:president@lhband.org">president@lhband.org</a>

**Next Band/Guard Parent Meeting: October 9, 2023**

<https://www.facebook.com/SilverRegimentLakeHowellHighSchool>  
<https://www.youtube.com/@lakehowellsilverregiment6322/playlists>  
<https://www.instagram.com/lakehowellfinearts>

**What we need from you:**

- Sign up as a Dividend so you can volunteer throughout the year.
- Review the band calendar and sign up for volunteer spots where you can - Please aim to volunteer at least twice during marching season, if possible.
- Continue collecting what gently used items (furniture, kitchen items, toys, etc) you may like to donate to the band for our Bazaar on 9/16.
  - Let us know if you'd need help transporting bulky items, or if you could help others transport larger items (i.e. you have a truck or trailer)
- Consider donating bottled water and individually wrapped snacks for our supply throughout marching season

**Reminder:** for the first half-time performance on Friday 8/18:

- Band members - have black socks
- Guard members - have black athletic shorts (e.g. biker shorts, NOT jeans)



LAKE HOWELL HIGH SCHOOL  

---

BAND PROGRAM  
BAND BOOSTER ASSOCIATION  
POST OFFICE BOX 598 GOLDENROD FLORIDA 32733-0598