



General Membership Meeting Agenda

April 2, 2024 6:30 p.m. JHS Band Hall

6:41 p.m. Call to Order/Welcome (Ida - 2 minutes)

Approval for General Membership Meeting Minutes (Marti - 2 minutes)

- Kim Gonzalez, Melissa English, Mandy Hedrick, Janelle Paltryman

Treasurer Report (Meredith - 3 minutes)

- 11/14/24 Balance \$62,918.14
- Income \$69,662.18
- Expenditures \$72,955.58
- Current Balance \$59,624.74

For Information & Discussion

- Report: TCGC 2024 was a success! (Ida)
 - Judges had a good experience. “We do it right.”
 - Fewer attendees. Hope to get back to hosting larger competition.
 - Financials (Meredith)
 - Profit approx. \$14,900
 - Sold 905 tickets (200 fewer) approx. \$9,500
 - Concessions approx. \$4,300
 - Flowers approx. \$600
 - Flags/Rifles approx. \$2,600
- Board Positions open for 2024-2025 (Ida) [job descriptions on back of agenda]
 - President
 - VP Fundraising
 - VP Support
 - VP Events
 - VP Hospitality
 - VP Communications (Secretary)
 - VP Color Guard
- Elections Process - What to Expect (Marti)
 - Email with slate will be sent by 4/23/24
 - Elections will be for Officers. May 2024 meeting.
 - Reminder: Per by-laws, only paid members can vote. It’s not too late to become a member of the 2023 - 24 JBB!
 - Please know that paying now doesn’t cover 2024 - 25
- Nominating Committee (Ida) [per by-laws the President appoints the 3-member nominating committee]
 - Nominating Committee: Kayla Luongo, Candyce Smelser & Rebecca Johnston

Director's Report (15 min) James Malik

- UIL Concert & Sight-Reading
 - Took four bands for the first time in school history.
- Band size is going to increase.
 - Moving toward having a larger group of secondary marchers. Normal for larger high school bands.
 - Encouraging as many kids as possible to apply/audition for an SLT position to go through the process and learn.
 - Band placement audition recordings due April 10, 2024.
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- GroupFund Kick Off
 - Goal: \$50,000 - \$70,000
 - Kickoff April 16, 2024
 - We don't yet know what our funding looks like next year.
 - Fundraising success is crucial due to TX State Legislature school funding.
 - We need techs, props.
 - We have hired a Coordinator to help facilitate all the different contractors to allow directors to focus on teaching.
- Upcoming Spring Camps
 - Importance of Attendance
 - Competition Uniform fitting
- Spring Trip, May 3-5: Still time to sign up!

Announcements

TBA

7:57 p.m. Adjournment

Upcoming Events

Percussion Camp–April 3, 10 & 17, 5 – 8 p.m. @ JHS Band Hall

SLT Packets Returned–IT & LT

TCGC State Championships (Varsity Guard) – April 7, 2024

All Audio Auditions Due–April 10, 2024

WGI World Championships (Varsity Guard)–April 10 - 14

MMS Rookie Fundamental Camp–April 15, 4 - 5 p.m. @ McCormick

DMS Rookie Fundamental Camp–April 16, 4 - 5 p.m. @ DMS

GroupFund Kickoff–April 16, 2024

SLT Auditions IT Only–April 18, 5 - 7 p.m.

Band Banquet–Friday, April 19, 6 - 11 p.m. @ Sunfield Station

SLT Interviews, Part 2–April 22 - 24, 5 - 7 p.m.

Spring Guard Camp–April 23 & 30, May 7, 5 - 7 p.m. @ JHS

Front Ensemble Auditions–April 24, 5 - 8 p.m.

Battery Auditions–April 25, 5 - 8 p.m.

Rookie & SLT Camp–April 25, 5 - 7 p.m. @ JHS

Spring Trip to Houston–May 3 - 5

Band Booster General Membership & Voting–May 7, 6:30 - 8 p.m. @ JHS Band Hall

ARTICLE X DUTIES OF THE OFFICERS

1. Duties of the President shall be as follows:
 - To preside at all meetings of the JBB and all meetings of the Executive Board.
 - To appoint members to all committees.
 - To institute meetings of the Executive Board as deemed necessary.
 - To be an ex-officio member of all committees except the Nominating Committee.
 - To co-sign checks with the Treasurer, Vice President, or Secretary if the Treasurer is unable to sign as primary signatory.
 - To collaborate with the Treasurer on deposits and custody of all funds belonging to the JBB.
 - To review and sign contracts related to completing JBB business.
 - Other duties as mutually agreed.

2. Duties of the Vice-President(s) shall be as follows:
 - To attend all meetings of the JBB or preside at any JBB or Executive Board meeting in the absence of the President.
 - To be responsible for obtaining assistance in, and coordinating efforts for, local fund raising activities of Moe and Gene Johnson High School, and its feeder Middle Schools.
 - To co-sign checks with the President, Treasurer, or Secretary acting as cosigner.
 - To review and sign contracts related to completing JBB business if the President is unable to do so.
 - Other duties as mutually agreed.

3. Duties of the Secretary shall be as follows:
 - To attend all meetings of the JBB and all meetings of the Executive Board.
 - To record the minutes of all meetings of the JBB, and all minutes of the Executive Board meetings.
 - To keep membership records.
 - To co-sign checks and perform other duties as necessary (e.g., correspondence needs, etc.)
 - To ensure the posting to the website the draft minutes of the previous meeting and provide notification to all voting members, who have provided a current and correct email address, one week prior to the next general meeting.
 - Other duties as mutually agreed.

4. Duties of the Treasurer shall be as follows:

- To attend all meetings of the JBB and all meetings of the Executive Board.
- To create, with collaboration from the Executive Board, each annual budget. The budget for the next school year shall be presented to the general membership for adoption by the voting members at the last JBB meeting of each school year.
- To collaborate with the President on deposits and custody of all funds belonging to the JBB. When cash or checks are received, the following rules apply:
 - Checks may be accepted only for the purchase amount.
 - An acceptable check should contain the maker's name, address, phone number. Post-dated checks are not accepted.
 - Checks received for deposit will immediately be endorsed with the statement "For Deposit Only" and the club name and account number.
 - All income must be counted and recorded with a deposit record including two (2) signatures.
 - Checks or cash must be deposited within three (3) business days.
 - All receipts must be received by the President or Treasurer within 30 days of the date of the receipt to be eligible for reimbursement. If the receipt is not received within 30 days, the items purchased will be considered a donation to JBB.
- To keep a full and accurate account of the receipts and expenditures of the JBB.
- To make disbursements as authorized.
- To present monthly financial statements at the Executive Board Meetings.
- To present a financial statement at each meeting of the JBB and at other times when requested.
- To sign all checks with the President, Vice President or Secretary acting as cosigner, ensuring all checks have double signatures.
- To maintain up to date bank signature cards listing current officers authorized to sign on the accounts and removing officers no longer serving the organization.
- To prepare, or work with a professional services provider (e.g., accountant) and review the JBB tax return with the President prior to filing.
- To file the JBB tax return each year by the due date.
- To make a copy of the tax return and forward to the Director of Bands after filing.
- To submit accounts annually for audit by a committee of three (3), to be appointed by the President. The committee will make a written report of its findings and submit them to the Executive Board.
- Other duties as mutually agreed.

ALL OFFICERS SHALL DELIVER TO THEIR SUCCESSORS ALL OFFICIAL MATERIAL WITHIN THIRTY (30) DAYS FOLLOWING THE MEETING IN WHICH NEW OFFICERS WERE INSTALLED.