



Meeting Minutes

Date and Time 09/9/2025 7:05pm. - 8:25pm

Attendance Melissa C, Kim S, Joelis P., K. Harget, Mary K., Venus, Dorianne P., Mr. Malcolm, Mr. Shafer, Theresa, Wes, Jamey W., Angie, Michael H., Tocato B., Mandy B., Ray B., Ann K., Diana, Christian H., David C, Tera

1. Call to Order and Approval of Minutes

- The meeting was called to order at 7:05 PM.
- Prior month's minutes were distributed for review.
- Request made to send minutes to the Board one day prior to meetings for review.
- Discussion on posting "unofficial" minutes online prior to approval to allow members to preview them.
- Motion to approve previous meeting minutes with correction to spelling of "Schaefer."
 - Approved unanimously

2. Director's Report (Mr. Malcolm)

- Two football games completed successfully; students performed well.
- Uniforms:
 - New uniforms arrived early (expected November, arrived mid-September).
 - Full uniform debut planned for September 26 (Lake Brantley home game).



- Old uniforms will be phased out and possibly sold as a fundraiser.
- Attire: Polo shirts and shorts (or jeans) continue for hot-weather performances.
- Hosting Issues:
 - Recent visitor band (Lyman) miscommunication led to food ordering issues.
 - Parents and visiting band were restricted from concessions.
 - Future solution: Pre-order system for visiting bands (Chick-fil-A sandwich, chips, and water combo).
- Trips:
 - FSU Game Trip successful; students behaved exceptionally.
 - Future travel limited to necessary events; no Halloween away game.
- Upcoming dates:
 - Sept. 26 – Lake Brantley (Home, full uniform)
 - Oct. 3 – Bye week
 - Oct. 10 – Away at Lake Mary
 - Oct. 24 – Senior Night
 - Homecoming the following week

3. Finance/Treasurer's Report

- Budget not yet approved.
 - Budget reviewed at Executive Meeting but not presented to General Membership.
 - Agreement to post "Proposed Budget" online for member review.



- Final vote to occur at Veterans Concert Meeting in November.
- Recommendation: Begin future budget planning in April for May approval.
- Current Bank Balance: \$63,266.89
- Income/Expenses:
 - Uniforms: \$4,500
 - FSU Bus: Paid
 - Sponsorship: \$2500 (ITI Engineering)
 - Concession profit Game 1: \$638.60
 - Game 2: \$482.56 (due to Chick-fil-A mix-up)
- Golf Cart Insurance: Confirmed covered under AIM Insurance — no extra policy needed.
- Reimbursement Form: Missing; will be recreated in Google Drive for easier processing.
 - Checks will be mailed by the bank to reduce manual check costs.

4. Guard Report

- New Instructor: Coach Jordan Fiorica ("Coach J") hired.
 - Lyman HS graduate; experience with Boston Crusaders (DCI World Champions).
 - Brings strong experience and authority; well received by students and parents.
- Working toward full uniforms by Sept. 26.
- Pom-poms ordered; exploring uniforms and FFCC membership dues.
- Contract & Background Check:



- Draft contract to be written defining expectations and pay.
- Background check and fingerprinting process in progress.

5. Operations Report

- Equipment truck confirmed for upcoming events.
 - Few travel costs anticipated this season.
 - Equipment issues:
 - Bass drum stand missing screws; replacements purchased.
 - Emphasis on student responsibility for loading/unloading.
 - Trey (Percussion Captain) and Emma (Logistics Officer) managing oversight.
 - Water access for students at games to be improved.
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6. Concessions & Events

- Need foil, sodas, chips, and cookies restocked.
- Public's or Sam's Club to be contacted for donated water pallets.
- Middle School Night:
 - Motion to allocate up to \$600 for shirts and refreshments for middle school students.
 - Motion passed.
- Senior Night (Oct. 24):



- Cafeteria reservation pending.
- Dinner for seniors and two escorts before the game.
- List of senior participants to be finalized with front office verification.

7. Media & Website

- Shutterfly Site Management:
 - Only approved volunteer photographers may upload photos.
 - Student uploads are restricted.
 - Cell phone photos may be shared via Band App or Facebook.
 - Emphasis on privacy and appropriateness of posted images.
- External Sites:
 - Reminder that school district policy restricts external websites; BPA site remains independently managed but linked from the school page.

8. Fundraising

- Domino's Card Fundraiser in progress — ends next week.
 - Request to reduce frequency of reminder emails.
 - Participation: fewer than 20 students registered; efforts underway to increase engagement.
- Future Fundraisers:
 - Two Restaurant Nights and one Bowling Night planned before December.



- Possible Spirit Nights at WonderMaid Ice Cream or Chick-fil-A.
- Exploring Winter Concert Basket Fundraiser (as “drawing,” not raffle).
- Considering a Cookie Walk bake sale fundraiser.

9. Snow Cone Sales

- Discussion on consistent scheduling (preferably Tuesdays and Fridays).
- Need trained volunteers who know procedures (cash handling, cleanup).
- Plan to develop a “Snow Cone Operations How-To Guide.”
- Coordination with band directors required for ice access and volunteer confirmation.
- Clarified that ice scoops belong to the band, not Pop Warner.

10. Uniform Update

- New uniforms distributed.
- Plan to sell old jackets and hats as a fundraiser; pants to be retained for future use.
- Donating select old uniforms to local elementary programs.

11. Additional Items

- Suggestion to have a “floating coordinator” at football games to oversee communication between concessions, directors, and band staff.
- Need for improved communication during visiting band arrivals and food distribution.



- Future games will include a pre-order plan and better coordination with visiting band directors.

12. Adjournment

Motion to adjourn made by Joelis, seconded by Dorianne. Motion carried.
The meeting adjourned at **8:25pm**.

Prepared by: Dorianne Pagnotti, BPA Secretary