

Holt Band Boosters

General Membership Meeting



Agenda

- **Call to Order**
- **Minutes from May 7, 2019 Band Boosters Meeting**
- **Monthly Financial Reports and Annual Review**
- **Board of Director Reports (Key highlights)**
- **Band Director Report**
- **2018-19 Calendar of Events-Boosters Support**
- **New Business**
 - **Social Media-Web Site**
 - **Band Aid Planning Committee**
- **Boosters Member Comment Period**
- **Next Meeting-See you October 1, 2019**
- **Adjournment**

As of September 10, 2019

2019-2020 Holt Band Boosters Approved Budget

July 1, 2019 through June 30, 2020

Net Income	Estimate	YTD	Difference
Band-Aid Fundraiser (70% of Profit)	\$ 6,000.00	\$ -	\$ (6,000.00)
Wreath Fundraiser (General Fund \$)	\$ 1,390.00	\$ -	\$ (1,390.00)
Spirit Wear/Gear (t-shirts, jackets, decals)	\$ 600.00	\$ 2,960.68	\$ 2,360.68
Restaurant Fundraisers	\$ 200.00	\$ -	\$ (200.00)
Donations (Corporate/General)	\$ 200.00	\$ -	\$ (200.00)
Dry Cleaning & wear/tear fees, camp overage	\$ 7,340.00	\$ 8,497.70	\$ 1,157.70
Uniform - Shoe Sales	\$ 500.00	\$ 199.43	\$ (300.57)
Uniform - Shirt Sales	\$ 500.00	\$ 862.50	\$ 362.50
Pop-Can Drive	\$ 100.00	\$ 416.80	\$ 316.80
Other Fundraisers/Misc.	\$ -	\$ -	\$ -
Total Net Income	\$ 16,830.00	\$ 12,937.11	\$ (3,892.89)

Budgeted Expenses	Budget	YTD	Difference
Awards	\$ 2,500.00	\$ -	\$ 2,500.00
Clinicians	\$ 500.00	\$ -	\$ 500.00
Drum Major Camp	\$ 480.00	\$ -	\$ 480.00
Dry Cleaning/Repairs (MB & Wind Ensemble)	\$ 3,000.00	\$ -	\$ 3,000.00
Game Day - Food	\$ 250.00	\$ -	\$ 250.00
Half-Time Show	\$ 150.00	\$ -	\$ 150.00
Homecoming - Food	\$ 250.00	\$ -	\$ 250.00
Incidentals	\$ 1,000.00	\$ -	\$ 1,000.00
Memorial Day Parade - Food	\$ 400.00	\$ -	\$ 400.00
MSBOA	\$ 300.00	\$ -	\$ 300.00
Office Supplies/Business Expenses	\$ 600.00	\$ 307.12	\$ 292.88
Parade Salary	\$ 150.00	\$ -	\$ 150.00
Receptions	\$ 250.00	\$ -	\$ 250.00
Scholarships	\$ 700.00	\$ -	\$ 700.00
Senior Night	\$ 200.00	\$ -	\$ 200.00
Uniform Replacement Savings Account	\$ 5,000.00	\$ 5,000.00	\$ -
Uniforms - New/Replacement Items	\$ 1,100.00	\$ 321.60	\$ 778.40
Total Expense	\$ 16,830.00	\$ 5,628.72	\$ 11,201.28

Notes:

Budgeted income and expenses reflect net cash flow for planning purposes only.

Detailed income and expenses for the FY 2019-2020 are located in the monthly Treasurer reports.

Invoice not yet paid to D&M for Spirit Wear/Gear order from August 2019.

Monthly Financial Report Deferred

Monthly Treasurer's Report

Deferred

HHS Band Boosters, Inc. Treasurer's Report				
Fiscal Year 2019-2020				
August 2019				
Beginning Balance (All Accounts) - August 1, 2019		\$	55,556.00	
Ending Balance (All Accounts) - August 31, 2019		\$	59,316.28	
Account Activity	Description	Amount	Type	Date
BAND CAMP 2019	East Lansing Aquatic Center	\$ (1,050.00)	# 1025	7/28/2019
BAND CAMP 2019	Jeremy Landfair - lanyards	\$ (52.22)	# 1026	7/28/2019
BAND CAMP 2019	Lisa Bean - snacks (ck#1027 \$1182.93)	\$ (521.93)	# 1027	7/28/2019
BAND CAMP 2019	Aaron Meek - Instructor	\$ (375.00)	# 1028	8/1/2019
BAND CAMP 2019	Molly Noss - Instructor	\$ (800.00)	# 1029	8/1/2019
BAND CAMP 2019	Jiwon Choi - Instructor	\$ (375.00)	# 1030	8/1/2019
BAND CAMP 2019	Lauren Cichocki - Instructor	\$ (375.00)	# 1031	8/1/2019
BAND CAMP 2019	Kendra Sachs - Instructor	\$ (400.00)	# 1032	8/1/2019
BAND CAMP 2019	Drew Hosler - Instructor	\$ (400.00)	# 1033	8/1/2019
BAND CAMP 2019	Elizabeth Medlin - Instructor	\$ (375.00)	# 1034	8/1/2019
BAND CAMP 2019	VOID (error writing check)	\$ -	# 1035	8/1/2019
BAND CAMP 2019	Holly Wiles - Instructor	\$ (400.00)	# 1037	8/1/2019
BAND CAMP 2019	Nathan Doss - Instructor	\$ (400.00)	# 1038	8/1/2019
BAND CAMP 2019	Viet Phan - Instructor	\$ (400.00)	# 1039	8/1/2019
BAND CAMP 2019	Katherine Wahl - Instructor	\$ (375.00)	# 1040	8/1/2019
BAND CAMP 2019	Brian Griffen - Instructor	\$ (400.00)	# 1041	8/1/2019
BAND CAMP 2019	Matt Williamson - Instructor	\$ (300.00)	# 1042	8/1/2019
BAND CAMP 2019	Lauren Miller - Instructor	\$ (300.00)	# 1043	8/1/2019
BAND CAMP 2019	Joshua Wiles - Instructor	\$ (200.00)	# 1044	8/1/2019
BAND CAMP 2019	Hillary Barnard - Instructor	\$ (300.00)	# 1045	8/1/2019
BAND CAMP 2019	band payments	\$ 837.00	Dep	8/8/2019
BAND CAMP 2019	Fat Boys Pizza - Pizza Party	\$ (420.00)	# 1047	8/14/2019
BAND CAMP 2019	Holt Food Service - Catering, Pizza Party	\$ (5,585.75)	# 1048	8/14/2019
DONATION 2018-19	Zaytoons (prior year budget item)	\$ 50.00	Dep	8/8/2019
OFFICE SUPPLIES/BUSINESS EXPENSE	Brian Griffen (BRG Creative) website	\$ (300.00)	# 1052	8/20/2019
OFFICE SUPPLIES/BUSINESS EXPENSE	Business Spartan Saver Interest	\$ 2.13	Int	8/31/2019
OFFICE SUPPLIES/BUSINESS EXPENSES	fee for too many deposits in Savings	\$ (9.25)	Wdwl	8/31/2019
OHIO BAND TRIP 2019	trip payments	\$ 2,848.41	Dep	8/8/2019
OHIO BAND TRIP 2019	Paypal payments	\$ 667.45	Dep	8/14/2019
OHIO BAND TRIP 2019	Janelle Manolakoudis (Mia leaving band)	\$ (327.00)	# 1051	8/14/2019
OHIO BAND TRIP 2019	Paypal payments	\$ 661.49	Dep	8/26/2019
OHIO BAND TRIP 2019	trip payments	\$ 10,920.82	Dep	8/29/2019
POP CAN FUNDRAISER	donations during band camp	\$ 305.80	Dep	8/8/2019
POP CAN FUNDRAISER	donations during band camp	\$ 111.00	Dep	8/29/2019
REST FUNDRAISER 2018-19	Zaytoons (prior year budget item)	\$ 250.00	Dep	8/8/2019
SPIRIT WEAR	payments	\$ 2,010.00	Dep	8/8/2019
SPIRIT WEAR	Paypal payments	\$ 470.68	Dep	8/14/2019
SPIRIT WEAR	payments	\$ 400.00	Dep	8/29/2019
TRANSFER	Closed Huntington Bank Account	\$ 24,611.65	Dep	8/8/2019
UNIFORM NEW/REPLACEMENT ITEMS	OreficeLTD - 8 new pregame flags	\$ (321.60)	# 1050	8/14/2019
UNIFORM - SHIRT	Lisa Bean - D&M polos (ck#1027 \$1182.93)	\$ (661.00)	# 1027	7/28/2019

September 30, 2019

Mr. Dennis Marvin, President
Holt Band Boosters Board Members

The Holt Band Boosters bylaws currently require the Holt Band Boosters (HBB) President to arrange for an audit/review of the records of the HBB for the previous fiscal year. The audit/review is to be performed by someone other than a HBB member, who is also an accountant or has experience with reviews/audits. I am an accountant with over 30 years in the profession, including not for profit & governmental auditing experience - both as an auditor and auditee. I am also Treasurer for a Boy Scout Troop, Cub Scout Pack & Venture Crew. Per your request, I have reviewed the financial records of the HBB for the year ending June 30, 2019.

My review included the 2018-19 Holt Band Booster Budget statement (including YTD information), the HBB Treasurer's Report and detailed records supporting those reports and other financial documents, including, but not limited to, bank statements, invoices and other documentation. I also made inquiries of the President and the Treasurer to gain a further understanding of the operations of the HBB.

Based on the review, I believe the Holt Band Boosters Budget statement as of June 30, 2019 and the corresponding Treasurer's Report accurately reflect the activities of the Holt Band Boosters for the year ending June 30, 2019. As noted last year, I recommend that the Board consider amending its bylaws to reflect that a review of the records should be performed annually. Depending on the audience, an audit and/or review may be interpreted rather differently as to what would be required of the HBB.

I appreciate the volunteer opportunity to serve the Holt Band Boosters. Without your efforts, the Holt music program would look significantly different district-wide without the support that the HBB provides. Should you have any questions, you may contact me at (517) 883-0394.

Sincerely,

John Jacobs,
Accountant

Annual Financial Review

Board of Director Reports

Jeremy Landfair

Vice President

Sarah Yonkman

Secretary

Tammi Czewski

Treasurer

Lori Underhill

Asst Treasurer

Lisa Bean

Uniform Committee

Alisha Spencer

Fundraising Committee

Joy Gietzel

Volunteer Committee

Band Director Report



Key Dates Going Forward

Event	Event Date	Comments
Football Game*	August 29	See Sign Up Genius
Band Boosters Meeting	Sept 10	Band Room 7 p.m.
Football Game	Sept 20	Homecoming Parade and Game-Sign Up Genius
Chelsea Marching Show	Sept 25	Chaperones
Band Boosters Meeting	Oct 1	Band Room 7 p.m.-Fall Break Second Week
Band Trip to Cleveland	Oct 11-13	Chaperones-Already Registered
Football Game	Oct 25	Light Show and Senior Night-Sign Up Genius

*See Mr Emerson's Calendar for details on HHS Boosters Web Site
<https://www.holtbandboosters.com/>



Support the Holt Public School's Band P

New Business

Member Comments



Adjournment

**Next Meeting
October 1, 2019**

**Thank You For
Coming!**

<https://www.holtbandboosters.com/>

