



# Logan Band Booster Meeting

## Minutes

Christ McCarty-President  
 Dan Keck-Vice President  
 Heidi Rimkus-Secretary  
 Brenda Rowe-Treasurer  
 Patricia Lightfoot-Head Chaperone  
 Leanne Bennett-Head Concession  
 Pam Price, Director

Date: 06/08/2020 Time: 6:30pm

Location: LHS Band Room

Attendance				
President: YES	Vice President: YES	Secretary: YES	Treasurer: YES	Director: YES
Head Concession: YES	Head Chaperone: NO			
Others Present: Chad Bennett, Paula Rogers, & Ryan Whitescarver				
Others Present:				

AGENDA
<b>I. Secretary:</b> Reading of previous meeting minutes.
<b>II. President:</b> Motion to Accept Minutes:
1st: Ryan Whitescarver
2nd: Leigh Ann Bennett
<b>III. Treasurers report</b>

Type of Account	Beginning Balance	Deposit or Withdrawal	Ending Balance
Refer to Treasurer's Report			

Type of Account	Beginning Balance	Deposit or Withdrawal	Ending Balance

Treasurer Notations: Copy of Treasurer's Report attached to minutes

President's motion to accept Treasurer Report:

**1st: Heidi Rimkus**

**2nd: Leigh Ann Bennett**

**IV: OLD BUSINESS:**

**New Officers have been elected & accepted**

**Drive through Graduation went well and was very nice.**

**Received a Thank you card from Delany Kelch for the Pepsi Scholarship**

**V: New Business**

**1. \$5,000 CD ready to renew-Discuss OPTIONS: Brenda R indicated CD is due within the next week and current interest rate is 0.1%. The monies in the CD initially set up for the Trip Account. She asked the boards opinion adding these funds to a current CD earning 2.88% until 2022 @ Merchants National Bank. A motion to move the CD to the 2.88%.**

**1st motion to accept was made by Ryan Whitescarver**

**2nd by Heidi Rimkus**

**2. Set time/date to sort uniforms & clean hats. Heidi Rimkus will be cleaning Garment Bags and Hats over the months of June and July. Due to the COVID-19 constraints board felt sorting uniforms was not needed at this time. It is uncertain if the board will hand out uniforms for the next school year until the Governor & Health officials issue new guidelines for the upcoming school year. Mrs. Price indicated the School Guidelines for the Summer 2020 for Bands -PHASE I: Require band members to maintain social**

distance of 12' apart. Percussion can maintain 6' and no more than 10 individuals meet at a time. Phase I is through June 8th. Mrs Price has yet to hear when and what guidelines will be in place for Phase II.

**3. Chaperone Code of Conduct:** The 2020-2021 Chaperone Agreement was passed out to everyone. Chris McCarty read through Chaperone guidelines and discussed adult Chaperones should follow Student Conduct rules as they represent the School and the Band Program. No profanity should be used, No yelling at players or referee's during games, No inappropriate conversations with Students. Brenda discussed the list of items the Band Medic must keep on hand. A discussion regarding epinephrine (aka "EPIPEN") in regards to students susceptible to anaphylaxis from food allergies and/or bee stings. Mrs. Price indicated each student is responsible to keep their own medication such as epinephrine & inhalers for those suffering from life threatening Allergies and Asthma. It is unknown whether the School is required or carries a supply on hand of epinephrine in case of emergencies. Mrs. Price felt it was something the student needed a prescription for and felt the school likely does not keep a supply on hand.

**4. Schedule Concession Meeting:** Concession meeting postponed until further notice. Brenda indicated we should wait until Governor makes a decision before we start to clean and stock concession. The concession is full of leaves and in need of a door sweep.

**5. Background checks for Chaperones & Volunteers: How often should they be ordered?** Chris McCarty thought the Background Checks was good for 4 years. Discussed all Chaperones must be finger printed and background check. Keri Kunkler at the School Board office is the main point of contact. Heidi Rimkus indicated she needs to complete the background/finger print and will ask Ms. Kunkler when they expire.

**6. Pizza Contract/Ordering Food:** Brenda advised waiting to order supplies & and pizza contract until the Governor makes decision of what schools will be doing.

**7. Determine this years Fundraisers & submit to School Board:**

Brenda Rowe indicated there doesn't need to be as many fund raisers because the recent Disney trip involved several fund raisers. Pam Price indicated we should be frugal with monies because of the uncertainty of COVID-19 and the disruption it will potentially cause the Band's fund raising ability, as well as the Hocking County Fair and Concession sales. Pam also indicated she did not spend all the funds at the Band Banquet this year.

Hocking County Fair was discussed. Brenda & Chris indicated the grandstand has been closed down due to condition and whether or not this would impact the band concession stand. There will be no rides at the fair this year. The Fair Booth costs associated with the COVID 19 guidelines such as plexiglass installation and 6' social distance requirement may be cost prohibitive this year.

Fundraisers discussed for school year 2020-2021: ALL TENTATIVE FUNDRAISERS: Oak Brook-Fall 2020 & Spring 2021; Trash Bags Winter 2021, Membership Drive in Fall 2020, Mattress Sale Fall 2020; Frozen Food Spring 2021. Brenda indicated Domino's cards were not profitable for the group. Brenda will submit the 2020-2021 fundraiser list to the school board.

8. Dan Keck looked into several options to easily communicate with parents. It was decided the Remind app will not be a good fit for the Band. Ryan Whitescarver indicated the Choir uses Team Reach. Brenda Rowe and Dan Keck discussed the use of Microsoft Access Data Base. Dan will be exploring this option.

9. School Insurance: Paula Rodgers with Reed & Bauer is here to discuss Schools insurance Coverage

Band uniform list: Per Paula Band uniforms coverage of \$156,016. \$500 Deductible on Inland Marine Form.

School owned instrument list: Per Paula \$588,048 subject to \$500 Deductible covered under Inland Marine. Coverage includes Inflation Guard and is based on the last list that was provided. Paula suggested an inventory of instruments should be updated to ensure adequate limits. Pam Price indicated the last known instrument list was possibly from 2008-2009 school year and the instrument list is the Board office's responsibility as the school purchases instruments. Pam also declared 35 instruments obsolete some not on the inventory list. Ryan Whitescarver suggested the need to track values and inventory due to his own personal experience with the rising replacement values of his own Tuba. Ryan Whitescarver agreed to look into the existing list and update to current replacement cost(s) for school owned instruments.

Parents using personal vehicle to pull school owned trailer with JD Gator: Paula discussed the Band Booster Association is covered under the Schools insurance because the board recognizes the Booster's as a "Board Approved Organization" Paula confirmed the School's insurance WILL NOT COVER parent's liability or physical damage for the vehicle being used to haul school/band related equipment such as the school owned Trailer and JD Gator. In the event of an accident, the Parents Auto insurance policy will respond on a primary basis. The school insurance will only defend the School and the "Board approved school organization". Paula recommended the individual parent volunteer should sign they understand these guidelines. Paula also mentioned ALL events must be approved by the School Board and must be included in the School Board's minutes. Parent personal auto insurance limits were discussed. The

Commercial Auto limits on the school's policy at \$1,000,000. The State of Ohio minimum limits of liability \$25,000 per person/\$50,000 Per accident.

Paula confirmed coverage on the JD Gator over the phone earlier with Heidi Rimkus, however the trailer required more identification in order to confirm coverage. Chris McCarty obtained a photo of the trailer and the ID information. Paula provided her business card to Chris McCarty and asked him to email her the photo so she can identify coverage on the trailer.

Paula provided Chris McCarty a copy of a Parent Support Packet that reviews School Insurance Guidelines such as the need to follow the school's "Community Use Agreement"; Facility Use; Prohibits the use of "Inflatables" which are high risk; the importance & use of Certificate's of Insurance and the use of Additional Insured forms for all vendors used by the Band Boosters.

Paula mentioned the "Elephant in the Room that hasn't been discussed yet" regarding COVID-19 and the impact. Insurance was not designed to provide coverage for communicable disease so there is no coverage for someone that may fall ill as a result of band function where someone could contract COVID-19. Signature Waivers from State Organizations and Athletic organizations are starting to be required and she suggests the Band should be thinking about using a waiver for parents.

A motion was made by Chris McCarty to adjourn the meeting.

1st motion: Chris McCarty

2nd motion: Ryan Whitescarver

VI: Next meeting: July 13th @ 6:30pm. Band Room