

**Agenda**

Cardinal Alliance Parent Organization – Monthly Board Meeting
Monday 3/10/2025

1) Call to Order roll call, motion to adopt agenda

Cheryl-Ann calls to order at 5:07

Attendees: Dana Brown, Jennifer Barnett, Amy Rhodes, Dan Rhodes, Gabby Aguilera, Noelle Mendoza, Cheryl-Ann Calica, Betty Chavez, Masayo Reed, Suzanne Bonsall, Kasey Chadwick, Sandra Losito, Robin DuBroy, Maria Clements, Jennifer Moretti, Erika Skaar, Jill Blackwell, Chris Coughlin, Josh Hall, Alex Bolender

2) Approval of the February 12, 2025 meeting minutes

Noelle motions to approve February meeting minutes, Robin seconds

3) Wellness Check (scale 1-5)**4) 3/15 WGASC Supershow**

- a) Event schedule: 10am – 6:30pm, set up starts Friday. Gym will be available at 6:30. Set up will continue Saturday morning.
- b) # of schools: 49 including MHHS
- c) Tickets: A CAPO executive member has been assigned in all 3 shifts of the ticket sales. This circuit will provide change for ticket sales. Cheryl-Ann will get cash for merchandise and concessions.
- d) Parking: Student Lot for the Units and Back Staff Parking Lot for Spectators with an overflow spectator parking at the admin lot. Same setup from the 2/15 event. Parking flow will be stricter for the ones who will only be dropping off performers or items for the performers to avoid them parking in the unit lot. There will be a composer festival in the upper lot and a tennis fundraiser as well so parking will be tight. We are limiting each school to 5 spots and they are supposed to say what division they are in when they arrive. If they don't know it is a good sign that they aren't with the school and are spectators.
- e) Unit Check-in: Main entrance via the student lot. This circuit seems to be more organized. Brian Munoz will be at the show and said that he will be the one to handle any issues.
- f) Volunteer Check-in: It'll be by the Merch table this time. Kasey and Betty will be the designated volunteer check-in staff (Josh - pls give Kasey the printout of the student volunteers the day of). The student sign up is not correct, Mr. Hall is going to fix.



- g) Event Flow in the Gym: Layout the same as the 2/15 show where performers by the school side and spectators by the field side in the gym? Yes
- h) Hospitality: Breakfast from Chick-Fil-A. Maria C will pick up at 8:30am. Lunch from BJ's restaurant in Esco. Noelle will pick up at 12:30 pm. Dinner from Rubio's - Nordahl, San Marcos and Noelle will pick it up at 5:30pm. They will be in to go containers so the judges/staff can easily take it home with them. There will be 11 judges.
- i) Hospitality Room: We will use the dance room again and Maria C is in-charge of the hospitality. Hospitality was good last time, we will keep that the same.
- j) Judge runners: If we don't have specific judge runners we will just need a floater to check in with the judges to see if they need anything.
- k) Promotion/Outreach: Signage will be updated with the WGASC logos. We will continue selling the merch adding in WGASC holographic stickers and limited amount of WGASC @ MHHS patches (50). Robin confirmed that the adapter Noelle ordered works, so we should be able to accept credit card payments. The Rush Coffee Truck will be selling from 7:30am-1pm. If they continue to sell enough, they will extend their time. Otherwise, they will donate the leftover coffee to our concessions. Bubble Tea will be selling again from noon-6:00 pm. Gelu Italian Ice will be joining us for this event and they will sell from 9:30am-6:30pm. 4 dz donuts will be picked up by 7:30am. Dan Rhodes offered to pick up the donuts.
- l) Warm-Up Areas: Same as 2/15 event? Yes
- m) First Aid: WGASC hired a medic. We will still need to provide a table for them.
- n) Concessions: They will be outside of the gym. We will need to ensure that they have access back & forth to the inside of the gym.
- o) Awards: WGASC will take care of the awards.
- p) Donations: Still waiting for Costco Business Center to see if they approved our donation request.
- q) Other: WGASC approved 2 vendors to sell INSIDE the gym. Rain plan will be the same as last year. The elevator only works with a key. The directors will give one key for upstairs that we will keep in the ticket booth and one key for downstairs that we will keep at first aid.
- r) Thank you to Mr. Coughlin and Mr. Hall for picking up the sound system and floor from Mira Mesa.
- s) Question was asked if the basketball net was fixed and Mr. Hall said that it is (it wouldn't go up last time).

**5) Treasurer**

- a) Account balance: \$27,824
- b) Outgoing payments: \$3,547
- c) Total available funds: \$24,277
- d) Robin noted that we are through the 10 month payment plan period, so the trickle of payment we had coming in from payment plans will stop.

6) VP of Events

- a) No update

7) VP of Fundraising

- a) Shoe drive will start March 21st. The fundraiser will last 60 days. Konane signed the agreement form and it's attached. Konane has a planning call with them Thursday and then will have access to materials and they will send up the boxes and bags, etc.
- b) Remaining Dine Outs for Spring 2025:
 - **Cane's:**
Wednesday, March 12
5pm-10pm
Code for online or take-out orders: RCFUND96
 - **Tea Amo:**
Sunday, March 23
10:30am-9:30pm
 - **Chipotle:**
Sunday, April 13
4pm-8pm
 - **Pizza Nova:**
Wednesday, May 14
5pm-9pm

8) Color guard Parent Liaison

- a) No update.

9) Uniforms:

- a) For the directors:
 - i) Final dates for enrollment meetings are set: 4/19, 4/27, 5/12, 5/13, 5/17



- ii) Do we know amount of “uniform customization fee?” The customization will be the same as last year, just a glove. Last year we charged \$20.
- iii) Is there an interest in changing the brand of marching shoes? Drill Masters haven’t seemed to hold up very well the last few seasons. Any new shoes will need to be close to Drill Masters so that everyone doesn’t need to purchase new ones. Mr. Coughlin is okay with changing to a different brand of shoe as long as they provide good support to the kids and stay black. We just need to confirm quality. Some companies will send samples. Jill and Jennifer will look into it. Mr. Coughlin listed some well known brands: Style Plus, DGI, Drill Max, Dinkles.
- iv) Jill and Jennifer expressed some concern over doing uniform fittings so early as kids can grow a lot in a short period of time. It was decided that uniforms will be tried on during band camp to ensure the fits are correct and to go over the process for getting into and out of uniforms, and general hair and grooming expectations.
- v) Jill asked if we were switching to Booster Hub for the red band shirts. Sandra and Robin said not at this time. We are going to try out a few things in the Booster Hub store, but the quality and consistency of the red band shirts will be better if we do them the same as we have been.

10) Communications

- a) No update.

11) Spirit Gear

- a) No update

12) Volunteer Coordinator

- a) No update

13) Concessions

- a) WGASC on Saturday 3/15
 - i) Friday (3/14) – we will transport things from visitor concessions to the gym and do as much set up as possible.
 - ii) Saturday (3/15) – we plan to begin setting up around 7am (or earlier). We should be ready to sell snacks right away, and hot food around 10:30am or 11am.
 - iii) We have enough propane tanks for the event.
 - iv) Directors: Is the circuit at gym concessions, that lost power, working now?



- v) Directors: Has the ice machine at Visitor concessions been looked at? It was making ice just fine but leaking lots of water.

14) President

- a) Board member roles and responsibilities. Cheryl-Ann talked about commitment and accountability expectations for board members. Several longtime board members spoke about their experiences. In the next meeting we will hold votes to vote in the board for the next season.

15) Directors

- a) SCSBOA All Bands Festival Mar 20 @ San Juan Hills. All three bands will be performing. It was decided that everyone will go up on busses at the same time. There will be a good amount of downtime for students and Mr. Coughlin asked for 3-5 chaperones to keep an eye on the kids when they are not performing. (Concert Band performs @ 3:15, Symphonic Band performs @ 4:45, Wind Ensemble performs @ 7pm.) Concessions will be open, so no issue with kids being fed. The chaperones don't have to ride the buses, they can drive separately if they prefer. The busses will leave MHHS at 1pm. Kasey will set up a signup for chaperones. Students will need to wear concert band attire.
- b) Friends and Family for Indoor & Winterguard 4/7. Jennifer Moretti suggested that since this is a shorter event than the friends and family event in the fall, that we set the time for 7-8 to ensure all who want to attend are able to get there. Everyone agreed to that. No concessions, just the performances and senior speeches. It was agreed to collect donations at the door. We will have available our Zelle QR code.
- c) Re-enrollment meeting dates? We discussed in uniforms. It was noted that the dates are earlier than in years past and that was just because those were the open spots on the calendar.
- d) Band Banquet 5/18 – should we start sending the invites so they can save the date and the families can start sending baby pics, etc.? Yes, the students handle the slide show and baby pictures. Tickets can be sold through Booster Hub and we can scan at the door. Should we start contacting the BBQ place so they can lock in the date? Yes, Noelle is going to get information from Masayo. Are we planning to have Michell Rendon engrave the awards? If so, what awards should she engrave? Mr. Coughlin is open to however we want to do it. Cheryl-Ann is going to look into cost of Michell doing awards vs. what the cost was last year.
- e) BOA @ St. George, UT – preliminary logistics



The schedule will be similar to Flagstaff, just towards the end of the season. We will leave MHHS @ 6:30am Friday, find a place to rehearse on the way, perform Saturday, and then see Zion and drive home Sunday.

Dan has already contacted hotels and found one that will give us a rate of \$99/room that is ½ hour away from the competition. This is a big savings over last year. We will book the student, chaperone and driver rooms as part of the block. We will need to make the deposit a month before the competition.

Robin noted that we need to allow more time for stops as the bus drivers have a protocol they need to follow and also need breaks. Stops should be scheduled for at least an hour.

SMHS is not going to this competition this year, but for comparison they spend about \$90K or \$400/student on the trip, so comparable to MHHS.

Mr. Coughlin noted that this will be a very competitive show and it will not be a given that we will make finals.

- f) Mr. Coughlin informed the group that the stadium and practice fields are being redone over the summer. The intent is that that will be complete prior to school starting, but hiccups are possible.
- g) Band camp dates are official: 7/23-7/25 at MHHS, 7/28-8/1 at Green Oaks, 8/4-8/6 at MHHS

16) Roses and Thorns

- a) 78 Honor Band (2/13-2/15):
 - i) Roses:
 - It was a great show.
 - ii) Thorns:
 - Wished it was held not at the same time as the Winterguard show.
- b) WCWG Show (2/15):
 - i) Roses:
 - Overall it went well! Since it's our first time with this circuit, lots of improvements next year if we are hosting them again.
 - Transporting things from visitor concessions to the gym concessions the day before was a great idea. It went very smoothly and helped minimize the chaos the following day.
 - Having the designated parking space for Concessions was SO HELPFUL! Thank you!
 - ii) Thorns:



- Communication with the circuit president was inconsistent causing not having ready change for the ticket sales.
 - Walkie talkies became unreliable throughout the day.
 - Losing power in the concessions area was unacceptable.
 - Lack of adults in the main doors to the gym were badly needed.
 - Unit check-in materials were late.
 - Some people did not stay or show up on their shift/task.
 - Picking up \$5 off ticket after volunteering and having to go back to concessions again just to use the coupon was a little difficult for concessions volunteers. Most of them stayed past their shift to help, and by the time they were leaving, they were in a hurry to leave.
 - Main door did not have any assigned volunteers at times (or there were but they were gone), which made it difficult for the concessions to use the door.
- c) Dine Out @ Rubio's (2/16):
- i) Roses:
 - What a generous percentage of 30% back to the band!
 - ii) Thorns:
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- d) SMUSD Concert Festival (2/19-2/21):
- i) Roses:
 - All the bands were superb!
 - ii) Thorns:
- e) Winter Guard & Indoor comps (2/22):
- i) Roses:
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 - ii) Thorns:
- f) Winterguard comp (2/23):
- i) Roses:
 - ii) Thorns:
- g) Draft Republic Dine-Out (2/26)



i) Roses:

- Yummy food! I was surprised my daughter was willing to try the restaurant. The waitress knew about the fundraiser so definitely they were prepared.

ii) Thorns:

h) Indoor Comp (3/1):

i) Roses:

- Great experience especially winning 3rd place!

ii) Thorns:

- The location (Monrovia HS) was way too far and their packing logistics were horrible.

i) Disney Workshop @ DCA (3/3):

i) Roses:

- Based on the feedback from the other chaperones, it was a great experience especially the live workshops! They will do it again.

ii) Thorns:

- The driver of the SMUSD truck should pay more attention (long story)!

j) Wind Ensemble @ CSULB (3/8):

i) Roses

ii) Thorns

17) Date/place of next meeting

Budget meeting already set for 4/8 @ 5pm (MHHS)

Next board meeting will be 4/10 @ 5pm (MHHS)

18) Motion to Adjourn

Jill motions to adjourn, Robin seconds, all in favor