



Minutes

Cardinal Alliance Parent Organization – Monthly Board Meeting
July 1, 2025

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

Cheryl-Ann calls the meeting to order at 5:24

Attendees: Suzanne Bonsall, Maria Clements, Jennifer Barnett, Shannon Medina, Sandra Losito, Michell Rendon, Beatriz Chavez, Kristal Barragon, Noelle Mendoza, Gabby Aguilera, Brandon Herrington, Erika Skaar, Suzanne Ernst, Carolyn Peterson, Chris Coughlin, Cheryl-Ann Calica, Ellis King, Junko Lentz, Dana Brown

2) Approval of the May 15, 2025 meeting minutes

Jennifer makes a motion to approve the minutes, Kristal seconds. All in favor.

3) Wellness Check (scale 1-5)

4) Treasurer

- a) Account balance: \$97,006
- b) Outgoing payments: \$1,500
- c) Total available funds: \$95,486
- d) The athletic department is moving to US Bank, we are staying with Wells Fargo.

5) VP of Events

- a) Band Camp: waiting on final headcount for dinners—communications team to send follow up.

6) VP of Fundraising

- a) Sandra is making sure that we have fanny pack orders ready by band camp.
- b) Now that enrollment is over, Sandra will get with Shannon to get the red band shirts ordered.
- c) Sandra, Cheryl-Ann and Kristal had a quick fundraising meeting to go over some ideas.
- d) July 7th – 11th Instrument Cleaning Fundraising. We are in need of adult chaperones Tuesday morning, Thursday morning and Friday morning. We also need more student volunteers on Thursday and Friday.
- e) Konane to provide update on when the shoes from the shoe fundraiser will be picked up. It should be in July.
- f) Jennifer brought up Raise Right and suggested that we put more emphasis on it this year. We have the potential to earn a lot more money if we can get more people to consistently use Raise



Right. It was suggested that the Communications Team send a monthly reminder with instructions on how to use the program.

g) Sandra advised that we have not yet reached the minimum order quantities for pajama pants and blankets and suggested that we send a reminder about their availability.

h) Dine-Outs:

i) We earned a total of \$3,019 from dine outs this past year.

ii) Handel's dine out:

- Marisol put together and sent out flyer for Handel's dine out.

iii) Dana and Marisol to meet the second week in July to review and transfer files and data.

7) Color guard Parent Liaison

a) There was zero mention of Winter Guard (photos or reference) in the yearbook. Maria reached out to Heidi Kniseley (yearbook) to inquire about Winter Guard and she had no idea about them and was pained to know she left a group out. Heidi mentioned that the most difficult challenge is photos but would be happy to take in any (from parents or students) and will give credit in the yearbook. Maria and Heidi plan to meet in early August to discuss so that she can reserve pages and she asked if there are any other groups that have been left out that she should know about. Any other groups that should be brought to her attention? The group didn't think so.

8) Uniforms:

a) Shoes, gloves and compression shirts have arrived.

b) Once red band shirts come in we need a packing party.

c) Can Jennifer start invoicing in CutTime? Mr. Coughlin is going to rollover data and open items from last year into this year. Once that is done, Jennifer can send invoices. This should be by next week.

d) Need to schedule a day during band camp to redo loaners (shoes, shirts, socks, etc.).

e) Can Jennifer have time during band camp to go over uniforms with students? Mr. Coughlin recommends not to do this at band camp because the kids will forget. He suggested that we do a training closer to the first football game.

f) Mr. Coughlin confirmed that we will not be using shakos for the show.

g) Mr. Coughlin said that the band directors are starting to look into new uniforms. We can look into making a grant proposal for the cost. It will be a six figure purchase. Our current uniforms are 10 years old. New uniforms will be more modular and customizable.



- h) Jennifer to send a count on uniform items to Mr. Coughlin.

9) Communications

- a) No update.

10) Volunteer Coordinator

- a) Volunteer Fair:
 - i) Can we do it the day of camp pick up?—Yes
 - ii) Who is going to plan it? Volunteer team or Event VP? Cheryl-Ann will get a small group together.

11) Concessions

- a) No update

12) President

- a) Thank you to our current & newly added board members! Exciting season ahead.
- b) Updated bylaws, making motions, and voting.
- c) Expectations of being part of the board:
 - i) Hierarchy of the board (directors, executives, supports, crew). Anyone can make a motion. Only members of the executive board can vote.
 - ii) Face of the music program
 - iii) Take the initiative
 - iv) Be a champion for our students
 - v) Have each other's backs (no throwing people under the bus)
 - vi) Previous vs current leaders
 - vii) Spending money
 - viii) All hands-on deck
 - ix) Be kind and have fun!!! It's a lot of work but worth it in the end.
- d) Volunteer A badge
- e) Mhhsband.org—has been updated with new pictures and names.

13) Directors

- a) Update on the renovations of the fields?—there have been no official updates. Turf is going in.
- b) Update on the discussion with Matt Armstrong?—not yet, this will happen closer to the beginning of the school year. Mr. Coughlin will handle this internally.
- c) Schedule for band camp @ MHHS



Will be from 1-9

Dinner from 5-6

- d) Ice Cream Social & Volunteer Fair on August 6th (last day of band camp)? Yes. Not sure yet where, this will depend on whether the stadium is ready.
- e) Update on props for the Avant Garden show? Bryan is getting to work. Props will be on a much smaller scale to last year. The show will be using 4-6 of the stair cases. New props will be front drop panels. We already have the wheels. We will also need arches and a trellis. Details on this are still TBD.
- f) Update on show shirts? No update yet. Mr. Coughlin is still working on a design. We will use Custom Ink again.
- g) 8/29 football game—no schedule yet
- h) Overnight band camp (this item in the agenda will be heavily discussed).
Confirmed that we can't go this year. We have it reserved for next year. We weren't able to find an alternate site that was within our budget and met our needs. The second week of band camp will be at MHHS. The directors are working through details of activities, field availability, etc.
- i) We have one outstanding invoice: Ryan needs to be paid for his work on the indoor drumline drill.
- j) Zach Elliott (writer of percussion music) is asking if he can get paid over the semester.

14) Roses and Thorns

- a) Shoe Drive Fundraiser:
 - i) Roses:
 - Great to see some of the community members participated in the fundraiser as they heard from word of mouth or on social media.
 - ii) Thorns:
 - I loved this idea, but it seemed like a lot of work. I wish this would have been advertised more to our school community. I feel like this could have been more successful.
 - I feel like this wasn't advertised enough and far enough ahead of time. It was also at a busy, difficult time of year, and I think it got lost in the shuffle of everything else going on.
- b) Banquet (5/18):



- i) Roses:
 - It went very well! The layout change was better this year (food in the back, senior posters on the side, etc.).
 - Was great. Good food, everything seemed to flow pretty well, lots of good award categories.
- ii) Thorns:
 - We really need to start on time with the program! People were getting restless. Have a backup entertainment or have the students start their portion since they were all there.
- c) Spring Concert 1 – Percussion and Choir (5/20):
 - i) Roses:
 - Glad to hear choir performed for awhile. Percussion was able to adapt the changes from the Percussion festival.
 - ii) Thorns:
 - Maybe have a different top for the choir kids to wear or have them wear no blazers?
 - It was disappointing to see that most of the audience there to watch choir left and didn't watch percussion.
 - Did not attend other than to sell plants and squishmallows out front. Heard about the fainting choir participant, and that it seemed very hot in the auditorium.
- d) Spring Concert 2 – Wind Ensemble & Chamber Groups (5/21):
 - i) Roses:
 - Amazing performance! What a tremendous growth from all of the groups.
 - Was great!
 - ii) Thorns:
 -
- e) Spring Concert 3 – Wind Ensemble & Chamber Groups (5/21):
 - i) Roses:
 -
 - ii) Thorns:
 -
- f) Lock-In (5/23-24)):



- i) Roses:
 - The kids and the adults had a great time.
 - Lexi had a great time!
- ii) Thorns:
 - Need extra structured activities. Student leadership needs to send out the request way ahead of time if they want parents to bring food for the lock-in and not have an expectation that the boosters will automatically just cover the food.
 - There seemed to be confusion around what (if anything) kids should bring. It would be great if the leadership group had a clearer message around what needed to be brought.
- g) Spring Concert 4 – Jazz Band (5/29):
 - i) Roses:
 - It's so nice to have it done in the amphitheater again.
 - ii) Thorns:
 - Please avoid conflicts with other events.
- h) Kaleidoscope Arts Market (5/31):
 - i) Roses:
 - Great turnout!
 - ii) Thorns:
 -
- i) Percussion Clinic (6/4)
 - i) Roses:
 -
 - ii) Thorns:
 - Could this be a get-to-know event instead of auditions?
- j) Enrollment Meeting Make Up (6/7)
 - i) Roses:
 - Appreciated the Color Guard specific meetings.
 - ii) Thorns:
 - Large transaction fees with Boosterhub. Paid \$60 in transaction feels. Just a reminder to make it clear to parents beforehand.



k) Graduation (6/11):

i) Roses:

ii) Thorns:

- For next year, please ask non-graduating boosters to cover the band room when the graduation ends. There was NO supervision in the music bldg. and the students were unsure of things to be done.

l) Athletic Clearance (6/18):

i) Roses:

- This was one of the best athletic clearances this year. Having two different lines per school was efficient. Also, the results came in way sooner.

ii) Thorns:

- Wish the process wasn't confusing especially for people who have not done this before.

m) Summer Rehearsals (6/23, 6/30):

i) Roses:

- Thank you directors for having this available for the kids who were in town.

ii) Thorns:

15) **Date/place of next meeting**

8/8 at MHHS @ 5pm

16) **Motion to Adjourn**

Jennifer motions to adjourn, Kristal seconds. Meeting is adjourned.