



CPMC Executive Board Meeting Minutes
July 1, 2020

2019-2020 Board Members

Dave Williams – President

Jen Kline – VP1

Dawn Wiggins – VP2

Liz Muirhead – Corresponding Secretary

Andrea Main – Recording Secretary

Denise Williams – Treasurer

THIS MEETING WAS CONDUCTED VIA ZOOM BECAUSE THE SCHOOL WAS CLOSED BY ORDER OF GOVERNOR WOLF.

Present: Dave Williams, Jen Kline, Denise Williams, Dawn Wiggins, Andrea Main and Gabe Hughes

1. Minutes from our June meeting were approved.
2. Finances: Dave reported that there is \$14,968.00 in checking, \$499.00 in savings, \$25,134.00 in the money market, and \$1367.00 in PayPal for a total of \$41,968.00.
3. Yearly Treasurer Report of Income and Expenses was reviewed and approved by the Board to be sent to the School District.
4. Insurance needed for new school year:
 - Tech Liability Insurance – All agreed, that the techs need to have insurance. Each tech needs to get on their own and send us proof of insurance.
 - Professional Liability Insurance (Food Handlers license): Denise has been getting certified and needs to be covered for Insurance – Board approved.
 - Insurance Documents need to be updated with current Board members. Will be sent out by mail to each member to sign and return.
4. Fundraising:
 - Bingo: Board all agreed that due to Covid this should be moved to Spring for the safety of all. Jenn will work on getting information for refunds to those who purchased tickets and send to Denise.
 - Krispy Kreme: Denise working diligently to get this completed. Most people have opted to use the donation option. Still waiting for some responses.
5. Summer Band Camp: Mr. Hughes – Band camp will happen but can only be staff. No CPMC Volunteers – Will need to get a list of what CPMC Normally does to Mr. Hughes so he is aware of what he will need to do.

6. Band Packets for New Year – CPMC will update files and send to Mr. Hughes who will oversee handing out and returning to CPMC.

8. General Meeting for July – Will be Next week July 8th, working to get the Zoom information out to ALL students and parents, as well as any new interested band members.

Discussions for next meeting: Wed, August 5th 6:30 pm

- Band Camp – Checklist of what needs to be done for Hughes
- Fundraisers – with COVID what can still be done?
- Band Banquet – Nov 15th reserved but no deposit yet new date needed.

7/1/20 - Attendees (Andrea, David/Denise, Gabe, Jenn (Samsung SM-G930V), Dawn

Meetings notes for June – Accepted

	Checking	Savings	Money Market	Cash	Payroll	Total
May Month End Balance	\$ 17,088	\$ 499	\$ 25,128	\$ -	\$ 1,367	\$44,082
Days	\$ 18					\$ 18
Fund Raisers Deposits	\$ (425)					\$ (425)
Concessions	\$ -					\$ -
Vocal Program	\$ -					\$ -
Gifts	\$ 25		\$ 6			\$ 31
Total Credits	\$ (182)	\$ -	\$ 6	\$ -	\$ -	\$ (176)
Marching Band	\$ -					\$ -
Outdoor Guard	\$ -					\$ -
Drum Line	\$ -					\$ -
Indoor Guard	\$ -					\$ -
Vocal Program	\$ -					\$ -
Fundraise Withdrawal	\$ -					\$ -
Concessions	\$ -					\$ -
Tickets	\$ -					\$ -
Other	\$ (1,738)					\$ (1,738)
Total Debits	\$ (1,738)	\$ -	\$ -	\$ -	\$ -	\$ (1,738)
MAPS	\$ -					\$ -
Withdrawal	\$ -					\$ -
TBD	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers	\$ -					\$ -
June 2020 Month End Balance:	\$ 14,968	\$ 499	\$ 25,134	\$ -	\$ 1,367	\$41,968

April	Rifle Work	\$	200
May			
Cash On Hand		\$	-

\$41,968 Balance

Yearly Treasurer Report of Income and Expenses for the School District was reviewed and approved to be sent.

Tech Liability insurance: Annual expense that we are requesting the techs have insurance. Each tech needs to get and send us proof of insurance.

Professional liability Insurance for Denise (food handler license) request approved

update insurances docs with new board each member will receive a form that will need to be returned by each board member.

Krispy Kreme update – Denise, \$2721. Received of that \$1.114 donated \$878.68, \$235 to CPMC. \$474 refunded. \$1,133 Still not received a response from people.

Bingo- decision to move forward or delay. Jenn, not sold anymore tickets \$1355, expenses \$1370. For Safety, delay it until the Spring. Jenn contact each person who bought tickets about donation or refund.

Band camp will happen but can only be Staff only so no CPMC Volunteers are allowed.

Band packet update - on our Website and Dropbox – needs to be updated with updated year info.

General Meetings – will be Hughes talking about requirements ALL Parents and Students are invited to attend.

Further Discussion:

Band camp requirements – to let Hughes know

Band Banquet – Holding until we hear more

-other Updates / discussion

