

CANUTILLO MIDDLE SCHOOL

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CMS Band Meeting November 9, 2021

1. **Welcome**
2. **Remind App**
3. **Band website**
 - a. www.canutilloband.org
 - i. Band Booster
 1. Bylaws Templates
 2. To be use to inform parents (meeting recordings, financial reports, etc.)
4. **Becoming a successful Band Booster**
 - a. It's completely driven by parents and not the band director
 - b. All decisions must be student centered (for the benefit of all the students)
 - c. Transparency (parent buy-in)
 - d. Bylaws
 - i. Create
 - ii. Send out to parents for input
 - iii. Vote for approval of the minutes (parents)
 - e. We need to have officers (President, Vice-President, Secretary, Treasurer, etc.)
 - i. Volunteer (first year) or elect someone?
 - f. CISD Forms filled-out and turned in to Mr. Judge for approval
 - g. Bank account
 - i. Recommendation: have more than one person on the account
 1. Accountability
 2. Financial decisions
 - h. IRS: Non-profit organization
 - i. Meetings
 - i. Announce them at least a week before
 - ii. Record them if possible
 - j. Once all forms are submitted and approved, fundraising begins
5. **Other business**
6. **Meeting Adjourn!**
7. **Thank You!**