

Roswell High School Band Booster Association

MEETING AGENDA & MINUTES

Meeting	RHSBBA EB Meeting	Date	June 14, 2016
Type of meeting	Status, Review & Discussion	Time	7:00 pm US ET (90 minute goal)
Attendees	John O'Donovan (chair), Ed Smyth, Tera Doyle, Keith Cooper, MJ Hendrickson, Michael Ascher, Tad Henderson, Beth Geoffroy		
Absent		Venue	Lucky's Burger & Brew, 2 nd Floor Conference Room, 1144 Alpharetta St (corner of Woodstock St and Alpharetta Hwy), Roswell 30075

AGENDA

Executive Board meeting, **open** for general membership to attend unless student confidential information requires Board discussion and attention.

1. EXECUTIVE BOARD MEETING OPEN – JOHN

John called the Executive meeting to order @ 7:12pm

2. WELCOME/SIGN-IN – JOHN

Other BBA members present: Marcia Dingess, Nan Cooper, Beth O'Donovan, Kris Simiele, Molly Thompson; Special guests - Michael Moon (new band director) via Webex. Todd Wilson, Brandon Kunka.

3. MINUTE APPROVAL – TERA

Tera made a motion to approve the May minutes, motion was seconded by Keith. All voted "Aye", no "Nays". May general meeting minutes approved.

4. PRESIDENT'S REPORT – JOHN

- John introduced Michael Moon via Webex. Michael gave a brief intro, expressed his overall vision and excitement for the RHS band program and fielded questions from the group. Michael and Brandon announced that word had been received earlier that day that Wind and Percussion Ensembles were both accepted to play at the 2017 In-Service Conference in Athens, GA which will be held January 26-28.
- Brandon informed the Board that the new marching band show has a lot of electronics and a new keyboard/electronic equipment may be needed. John asked Brandon to go ahead and get quotes for any new anticipated equipment needs.
- Other upcoming calendar event highlighted:
 - Student Leadership Seminar, July 12 @ RHS
 - Percussion Camp, July 13-15 @ RHS

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- Guard Camp, July 14-15 @ RHS
- Pool Party, July 16 @ Roswell Rec
- Pre-band Camp, July 18-22 @ RHS (kids will be outside most of the time, tents & ice will be needed)
- Band Camp, July 24-28 @ Reinhardt U.
- School Start, August 8.

5. FINANCIAL REPORT – KEITH

Keith presented the current RHSBBA Financial Report (Fiscal YTD vs. Approved Budget) which reflected a conservative estimate of a projected loss of \$10K for the 2015-2016 fiscal year which included the following amended items:

- Amend 2015/2016 budget into 2016/2017 draft budget for purchase of Band Tower
- Amend 2015/2016 budget into 2016/2017 draft budget for purchase of Vibraphone
- Amend draft 2016/2017 budget for purchase of Marimba (100% of cost to be offset by special fundraiser)
- Amend 2015/2016 budget for expense reimbursement payment of 2014/2015 transportation expenses (\$337.11)
- Amend draft 2016/2017 budget for purchase of copier (expected delivery July 18)

6. POLICY REVIEW – JOHN

- The Board reviewed the Financial Aid policy and discussed needed updates. John will make the necessary corrections and the Board will vote on the updated policy at the next meeting.
- The Board reviewed the Expense Reimbursement policy. John made a motion to approve, Keith seconded the motion. Motion approved. John will post the updated policy to the website.
- John called for a vote to approve a 2014/2015 expense reimbursement for Shane Holden which had been turned in past the 90 day request date and was for a previous fiscal year. 2 voted to approve, 4 voted not to approve. The motion was not approved.

7. EQUIPMENT/OPERATIONS REPORT – ED

- Marching band equipment has been checked and ready
- Marching band field is ready and tower construction is underway, off site
- Brandon brought up the storage unit and Ed said the Space Shop was still interested in giving the band a storage unit in exchange for advertising. Michael Ascher, John and Ed to pursue with the Space Shop further.

8. BAND CAMP UPDATE – BETH G

- Beth is still hoping to collect more registration forms at the Meet & Greet
- Still looking to get more volunteers for band camp

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- Need tents and ice for Pre-Band Camp as kids will be outdoors most of the day. The possibility of purchasing a pop up tent or two for continual band use was discussed briefly.

9. SPONSOR/FUNDRAISING UPDATE – MICHAEL

- Poker Tournament cancelled due to lack of interest. Michael proposed that the Board raffle the Cubs tickets as a weekend getaway trip as a fundraising alternative. The Cubs tickets would be for the weekend of 09/24/16 and Michael requested the Board approve \$1K to cover the expenses for the weekend (2 plane tickets @ \$350/ea and \$300 in spending cash, Michael would be donating the hotel room). MJ made a motion to approve, Ed seconded the motion. All approved.
- Michael thanked all those who participated in the car wash which raised \$947 – proceeds directed to the Marimba purchase.
- Michael informed the Board that he will be doing another 50/50 raffle at Alive after 5 (proceeds go toward marimba)
- Michael would like to talk with the kids at band camp about SYMP

10. VERIZON CONCERT UPDATE – JOHN

- New chairperson! Steven Billeter (rising 9th grade parent) (*subsequent note; Mr. Billeter backed out, new chairperson recruited and will now be Dawn O'Shea.*)
 - June 16 ASO (checkin only)
 - June 18 Crockfest (full contingent, checkin-lawn-stand)
 - June 22 Taste of Chaos (full contingent, checkin-lawn-stand)
 - June 28 Barenaked Ladies (full contingent, checkin-lawn-stand)

11. UNIFORM UPDATE – MARCIA

- 76 Total uniforms for current students (61 fitted, 15 still needed to be fit)
- Based on the 2015 student total of 106, Marcia estimates she has 45 uniforms left to fit
- Marcia still needs to know shoes and glove pricing, forms are in charms but she cannot access
- Marcia informed the Board that the old uniforms still need to be inventoried, packed and sent to Fulton County. She is going to try and recruit some student volunteers to help but may need to ask parents as well. May also need new boxes.
- John said Board will help Marcia find a scanner for scanning uniform bar codes into Charms.
- John also asked Marcia to research clothing racks and plume cases for Board to purchase.
- Marcia will follow-up with Michael Moon about selecting cords for officers and managers.
- Marcia ask about show shirt sizes and getting them put into Charms and it was determined that Michael Moon will need to have the show shirt design ready by July 7th

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12. EXECUTIVE BOARD MEETING CLOSE – JOHN

John declared the executive board meeting adjourned @ 9:08pm

Next RHSBBA Meeting: 07/19/16 @ 7pm

