

# Roswell High School Band Booster Association

## MEETING AGENDA & MINUTES

<b>Meeting</b>	RHSBBA Executive Meeting	<b>Date</b>	March 21, 2017
<b>Type of meeting</b>	Status, Review & Discussion	<b>Time</b>	7:00 pm US ET (90 minute goal)
<b>Attendees</b>	John O'Donovan (chair), Michael Moon (Band Director), Mark Herring (via audio), Keith Cooper, Tera Doyle, Molly Thompson, William Poole & Ginger Greve (via audio)		
<b>Absent</b>		<b>Venue</b>	RHS Media Room

### AGENDA

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

**1. EXECUTIVE MEETING OPEN – JOHN**

John called the meeting to order @ 7:15pm

**2. BAND DIRECTOR REPORT – MICHAEL M**

- Rising 9<sup>th</sup> Grade Information Night on 03/27/17 and encouraged all to attend. Michael will speak with parents first and then John will follow-up with BBA overview.
- Everything is all set for band camp to be hosted at Roswell High School this summer.
- Uniform fittings will be held during pre-band camp, Michael will communicate with Simone.
- IDL is selling Aurora cards, proceeds to go to IDL general fund (reducing everyone's fees/final payment).
- Would like "Band Cards" to be sold by all band members, proceeds TBD
- Marching band opener is finished, to be presented at Commitment Night in May.
- Official invite for London New Year's Day Parade will come in September. Trip would be scheduled for 12/26/18 – 01/04/19 and Michael is estimating 80 kids in marching band/wind ensemble will attend. Minimum # of students for the trip to be inclusive to be discussed.

Other upcoming calendar events highlighted:

- 04/01 & 04/02 – Winterguard Championships
- 04/24, 04/28 & 05/01 – Mass Band Rehearsal, 4:15pm-6:30pm
- 4/25 Full Orchestra (Orchestra) Concert; 6:30pm
- 04/29 – Solo & Ensemble Festival

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- 05/02 – Spring Concert
- 05/03 – Commitment Night/RHSBBA General Meeting
- 05/05 – Band Banquet
- 05/09 – Solo & Ensemble Night, all students
- 05/17 & 05/18 – Rookie Camp, Student Leaders & Rising 9<sup>th</sup> Graders

### **3. PRESIDENT’S REPORT – JOHN**

- Budget planning meetings underway, Keith has been fine tuning.
- Budget to be presented at May General Meeting/Commitment Night
- Stamped drawings are complete for band tower. Currently engaged in discussions with a company called NOVA and some adjustments have to be made to the structure, requiring change orders. John is to work a request Fulton County to assist with the cost of the change order, roughly \$10K. NOVA contract is \$2,900 – which places the project ~\$2,000 over the approved budget. Ideas being solicited/worked to make up the shortfall.
- Michael Ascher officially resigned as Ways & Means chair in February and John expressed his gratitude for all of Michael’s efforts and enthusiasm while serving in that role. John explained that the board is actively looking for a Ways and Means replacement chair and Michael is still going to work as corporate sponsorship committee chair.
- Sponsors are lined up for the band cards (Luckys, Jolies, DQ), still looking for someone who can work in Adobe/Photoshop who can design/create the card and carry it to fulfillment.
- Movie Night conflict with IDL/WG practice, decided to keep date for now (note: subsequently dropped due to low interest and IDL/WG practices conflict.)

### **4. FINANCIAL REPORT – KEITH**

- 20K in cash to date, 17K without Natalie Henderson Scholarship funds
- Collected 9K in last month
- IDL – 13K collected, spent 20K
- WG – \$3,300 collected, spent 6K – all fees overdue
- Uncollected total reduced from 40K to 29K,
- 19K still past due but down from 28K
- Need to collect at least \$8K to break even for the year

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### 5. BOARD UPDATES – OPEN TO ALL

- **Communications** – Molly reminded the board that communication needs to be proactive to better help members understand how funds are being used. Molly is also motivated to revamp the website to make it more user-friendly. John asked Molly to estimate an amount for revamping website so they could incorporate that expense into the new budget.
- **Band Banquet** – Mark is working on catering options. Ed is working with Michael on getting awards organized and ordered. Fee increase of \$35/per person is generating some negative feedback. Michael is going to stick with award protocol for this year but anticipates some changes next year. Facility seats 240 people max with round tables, projecting 120 students to attend.
- **WG** – Michael needs John to book an extra room for 04/01 competition. Students will pay a prorated portion for the rooms.
- **Brandon/IDL** – Season ends April 1<sup>st</sup>, push to have all fees collected by that date. Some parents have expressed frustration that there were only two fundraisers held, instead of three. Final payment estimated to be between \$0-\$50.

### 6. EXECUTIVE MEETING CLOSE – JOHN

John called the executive meeting to a close @ 9:16pm.

**Next RHSBBA Meeting: 04/11/17 @ 7pm**

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