

Roswell High School Band Booster Association

MEETING AGENDA & MINUTES

Meeting	RHSBBA General Membership Meeting	Date	August 8, 2018
Type of meeting	School Year Kickoff and Status	Time	7:00 pm – 8:00 pm
Attendees	Michael Moon, John O’Donovan (chair), Ginger Greve, William Poole, Angela McPherson, Michael Dal Cerro, Marineli Dal Cerro; General Band Membership		
Absent	Mark Herring	Venue	RHS Auditorium

AGENDA

Meeting Objective: General Band Booster Association Update and Planned Activity Review. Committee and General Membership Updates to be held within the time limit maximum for the general membership meeting.

1. GENERAL MEETING OPEN, CALL TO ORDER – PRESIDENT

- a. Meeting called to order @ 7:06pm by John
- b. Handouts provided, at the door and passed during the meeting included agenda, funding illustration, financials summary, pizza program flyer and order form, business sponsorship levels and registration, fundraising 2018 blueprint.

2. BAND DIRECTOR REPORT TO THE GENERAL MEMBERSHIP (10 mins) – BAND DIRECTOR

- Introduction to upcoming band events and extracurricular programs for 2018-2019
 - Parades, Concerts, Competitions – and Parent Support needed
 - Moon provided compliments on OSD parade. Highlights provided of upcoming concerts and calendar dates of interest for concert band and marching band.
 - Moon introduced and overviewed information for the invitation and upcoming London New Year’s Day parade in London, U.K., January 1, 2020. Details of the event will be posted to the band website once a draft commitment is finalized. Fundraising goal of \$125K has been set. Fees will be \$3500 per person without any fundraising. With fundraising, and the goal attained, fees should be \$2500 per person. Expected number of attendees (staff, students and chaperones) is 125. Minimum student amount for trip to be viable is 60-70+ students. First deposit of \$200 will be due prior to Dec 1. First band payment to the London committee is Dec.1, commitment to participate.
 - Booster provided Instructional Staff Introductions – in-school and extracurricular
 - Moon gave compliments to students on first few notes of performance in various classes this week. Also gave a mention that the MB has learned the first part of the show, ready to go.

3. RHSBBA 2018-2019 KICKOFF PRESENTATION & VOTE (20 mins) – PRESIDENT AND BOARD

Roswell High School Band Booster Association

MEETING AGENDA & MINUTES

- Executive Board Open Positions – Floor Nominations and membership Vote
 - Greg Freeman and Jennifer Collier introduced, and floor nominated by John to the positions of VP Support Services and Secretary, respectively. Motion seconded by Ginger Greve. Motion unanimously approved by general membership. Greg and Jennifer are now officially members of the executive board.
- 2018-2019 Operating Plan Summary, Fees and Summary Status to date
 - John reviewed the band funding illustration. It is a revisit of the illustration presented in the April 25 general session meeting with an emphasis on what the Booster organization provides for the students and the band program enrichment over what is provided for by Fulton Co. Schools.
 - John then re-presented the 2018-2019 Operating Plan and Booster fees expectations. It was highlighted that for Marching Band, against the budget and projected expenses, fees are at ~95%-98% accounted for or accommodated for heading into full marching season. Good news. No visibility just yet on how fee payments are progressing of in-school services. It is too early in the week. A post will go out in one of the weekly announcements as it is all accounted for during the next few weeks.
 - John announced that the green safe in the band room is scheduled for removal and is no longer a place of deposit for any materials or fees designated for the Boosters. A mailbox is now in the front office for ALL booster organizations, adding an additional layer of accountability on fee collection and accounting. All payments and booster material are to be placed into this box in the front office (which is the top left mail slot found on the wall nearest the atrium, labeled “BAND”).
 - John also mentioned there are new Booster guidelines being published by RHS for all Booster organizations that include branding guidance, financial accountability expectations and publicity expectations.
- RHSBBA Constitution and Bylaws Update and Addition – Reading for a vote in next General Session
 - John read the proposed updates to the Constitution and Bylaws. He provided the policy for changes and that these changes will be posted to the band website and a formal vote of adoption will be taken at the next general membership session in December. Any questions about the proposed changes can be directed to John @ president@roswellband.com.
- Fundraising Update and 2018-2019 Fundraising Blueprint presentation
 - Michael Dal Cerro (MDC) presented all with the year’s fundraising blueprint. MDC then reviewed the immediate needs of additional volunteers to help with various events and what the support means towards our operational plan and possible trips.
 - MDC announced Publix is changing the loyalty fundraisers for schools. Instructions on signup provided and will be posted/have been posted. Also, be sure to sign up for Amazon Smiles. Select items and purchases result in a percentage being donated to the band program. Select Roswell High School Marching Band as the recipient. All donations from Publix, Kroger and Amazon benefit all band programs, band-wide.

Roswell High School Band Booster Association

MEETING AGENDA & MINUTES

- MDC introduced our first big fundraiser – the Dominos Pizza Program. He presented a challenge to all to sell at least one card by end of day tomorrow. The Pizza Program will run for two weeks. Students will collect orders on their order sheet and collect the \$ for the order immediately. All paid orders will be delivered at the close of our order period. The band keeps 50% of all \$ raised. The order – each card is \$10. The card works for carry-out and delivery (where delivery can be had) and provides 1 large pizza at regular price and a 2nd large pizza free. The order can be scaled up for events – e.g. buy 4 large pizzas and receive 8 large pizzas in total. A trial card was used for our pool party and saved the band money on the event overall. We paid for 6 large pizzas and was delivered 12 in total.
- MDC mentioned other big events coming up such as the Mattress Sale on October 13 and ExtravaBANDza on September 28. Save the date.
- Volunteer slots will be added as fundraising events are added to the band calendar in CHARMS. See a spot where you can volunteer – go ahead and sign up.
- MDC also presented our Community/Business Sponsorships program as recently revised for 2018-2019. The addition of a “Digital Package” in partnership with the Touchdown Club provides an exciting incentive for local vendors/businesses to sponsor the band. The benefits were highlighted. MDC has asked all those who can to present this opportunity to their HR groups and ask if participation/matching can be provided. A blanket approach leveraging the power of our band parent community for a great enrichment opportunity and exposure at football games and competitions.

4. GENERAL MEMBERSHIP Q&A (10 mins) – BAND DIRECTOR AND PRESIDENT

- i. Question to Moon re London. See above under Moon section for answers provided. Other cost conscious season decisions will be put in place for the year of the parade to help offset the increased cost associated with the trip.
- ii. Question about fundraising where the student directly benefits individually for “overachieving” or achieving trip cost goals. A: If the fundraiser is run through the school (govt entity), benefits can be individualized to the student. With a 501c3 booster organization, IRS and Federal guidelines prohibit this type of individualized benefit as a charity organization. All fundraising benefits all recipients of the charity. An evaluation of trip fundraising will be reviewed by the board for recommendations into next year.
- iii. Question about schedules – last minute changes are an issue. Moon assured Sectionals are optional, without repercussion for missing. Better advanced information will be sent as he can to ensure weekly planning is visible to all parents.
- iv. Hall Band this Friday. Note: a freshman parent cheat sheet on terminology might be helpful. 😊
- v. Friday Pictures will be done by 5:30pm.

5. VOLUNTEER REGISTRATION (15 mins) – ALL (following General Meeting Close)

Roswell High School Band Booster Association

MEETING AGENDA & MINUTES

- a. Agenda item deferred to ensure adequate time allowed for general Q&A. Volunteer signups will be found on events on the band calendar. All volunteers must complete the FCS provided volunteer training and proper credentials kept on file with the front office. Instructions and links found on band website.

6. GENERAL MEETING CLOSE – JOHN

- a. John presented a motion to close the meeting at 7:55pm. Motion seconded by John Carney, Craig Baughn. Meeting adjourned.

Next RHSBBA General Meeting: 12/05/18 @ 7:00 pm

