

Roswell High School Band Booster Association  
**MEETING AGENDA & MINUTES**

<b>Meeting</b>	RHSBBA Executive Meeting	<b>Date</b>	July 11, 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), Keith Cooper, Ginger Greve, William Poole & Tera Doyle		
<b>Absent</b>	Mark Herring	<b>Venue</b>	RHS Media Center

**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 John @ 6:39pm

**2. WELCOME/SIGN-IN – JOHN**

Other BBA members present: Mary Jane Hendrickson, Dawn O'Shea & Beth O'Donovan

**3. BAND DIRECTOR REPORT – MICHAEL**

- Both Percussion & Color Guard camps are going well, great attendance
- Marching Band Camp is fully staff and volunteers starting to sign-up
- Student Rosters/Charms – Charms is up to date; expecting a high percentage of forms on the first day of pre-camp
- Working to locate the completed student physical forms from the in-house April screening
- Band room is being restructured to make better use of the space
- Meeting with new principal, Dr. Shaw, a trumpet player himself, went well; senses strong fine arts support
- Bonnie Wehr has been hired to fill the assistant band director position vacated by Todd Wilson
- Jami' Fennell's contract is ready to be signed
- RHS Band Alumni, Kevin Quinn and Ethan Smith, will be assisting during band camp as paid staff members
- Haven't received any logistics yet for the Old Soldiers Day Parade in August. William volunteered to pull the trailer
- Seniors are still deciding if they want a banner, if so the banner will be smaller than last year
- Simone Hanson cannot volunteer to do uniforms this year as expected, need to solicit a new volunteer. William is going to reach out to Amy Sale first.

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- Budgeted \$1,500 for white plumes but the costume design is going to change; anticipates a cost increase
- Color Guard contracts have been back-dated for June. Using budgeted funds set aside for June 2018 to pay for June 2017 contracts.

Other upcoming calendar events highlighted:

- 07/17-07/21 – Marching Band Pre-Camp
- 07/24-07/28 – Marching Band Camp
- 07/31, 08/01 & 08/03 – Marching Band Rehearsal
- 07/31 – Band Pool Party @ BCC, 7pm-9:30pm
- 08/05 – Old Solider’s Day Parade
- 08/18 – Corky Kell Classic – time to leave TBD
- 08/26 – All Day Marching Band Practice, 9am-9pm

#### **4. PRESIDENT’S REPORT – JOHN**

- Ways & Means board position still remains open
- John has delegated Beth to overseeing the band tower installation. Beth reported that the band tower is now on the work order for Fulton County; everything is in compliance and all communication issues have been resolved. Beth is currently in the process of trying to find an architect to stamp the drawing (hopefully for a minimal fee), working on a few leads.
- Mark is ready to solicit volunteers to scout out student worksite locations for MARCH. John asked Ginger to include MARCH volunteer ask in band communications.
- The Natalie Henderson CG Movie Night is going to be pushed back to Wednesday, Nov 8. The movie Thor will be out in theaters at that time and there will be a small lull in activities between the marching band season winding down and finals.

#### **5. FINANCIAL REPORT – KEITH**

- Finishing the budget year with \$6,400 in cash
- 32K cash in hand as of 06/30
- Have collected 14K in dues for next year
- Got a check for 2K from Verizon
- Came in under budget on Awards Banquet

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### 6. BOARD UPDATES – SELECT COMMITTEE LEADS AND VPS

- Verizon – Dawn explained that since Live Nation has assumed ownership, the volunteer experience has declined mainly due to poor & inconsistent management. Employees are overwhelmed and often unprofessional and ill-mannered. In addition, the counts have been very hard to track. Dawn also mentioned that she has been getting feedback from band parents about how to get more volunteers to sign-up. Jane Quinn suggested that a band section be assigned to each month and have the students in the corresponding section actively recruit parent/adult volunteers. Board also discussed selling RHS Band koozies for a cash “donation” that would be counted as tip money.
- Food Truck Spirit Night – Scheduled for 09/15, 5-9pm vs 6-9pm. Beth proposed a \$5 entrance fee to attend into the event and suggested we have other fine arts students also sell wristbands to fundraise for their department (\$4 back for every \$5 ticket sold). Beth would like to give students incentives for selling entry wristbands prior to the event. Tickets needed for 50/50 raffle to be held at the food truck event. Beth is currently looking for food truck vendors, \$75 flat fee or % of sales. Beth would also like to have face painting, a dunk tank, and a balloon artist present. Beth listed off several of the main items to be completed: rent tables and chairs, have banner and flyers made, print raffle tickets and entry wristbands, create student script for ticket sales and secure police presence needed due to money collection. Lots of volunteers will be needed, ideally 1 parent per 2 food trucks and strong student presence to circulate and talk to crowd. Michael requested a “good to go” date of 08/04. Beth requested time to speak at the general meeting on 08/05.
- RHS Garage Sale – Beth suggested we hold off until spring, rather than holding in the fall, to give her more time to properly prepare.
- Band Communications – Ginger needs to send out a mass informational email and asked Michael who should be included in contributing to the communications. Michael said at this time all band related info will be funneled thru him. Standard messaging across the board, defer to Michael & Ginger for questions.
- Logistics Update – William still needs volunteers for both band camp weeks, primarily using Charms for volunteers and Sign-Up Genius for food. Everyone should have their Charms log-in ID, except for the new students. William explained to Michael that the Charms data does not appear to be updated even though Michael had gone through and made updates.
- Band Registration – Registration forms will be collected during pre-band camp M-TH (6-7pm), start with freshman parents on Monday and end with Seniors on Thursday

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**7. EXECUTIVE MEETING CLOSE – JOHN**

John called the executive meeting to a close @ 8:32pm.

Next RHSBBA Meeting: 08/08/17 @ 8pm

