

Roswell High School Band Booster Association

MEETING AGENDA & MINUTES

Meeting	RHSBBA Executive Meeting	Date	November 11, 2019
Type of meeting	Status, Review & Discussion	Time	7:00 pm – 9:00 pm US ET
Attendees	Michael Dal Cerro (meeting chair), Michael Moon & Mike Long (Co-Director of Bands), Craig Baughn, Greg Freeman, Gretchen Shirley, Anne-Marie Canty, Christina Knutson, Esther Collins, Aimee Christian, William Poole, Kim Friedman, Mary Jane Hendrickson, Melissa Smith, Chris Lewis		
Absent	Mark Herring	Venue	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. **Call to Order** Michael (7:09pm)
2. **Roll Call**
3. **Minutes from October EB Meeting** - Approved and online
4. **Band Directors' Report, Updates and Upcoming Calendar**
 - A. Marching Band

- Recap: Georgia State Marching Championships – Great – the kids had a great time and we got some really great feedback from the judges, White Columns Invitational was fantastic; there were a lot of big bands there and it was a good experience.
- Schedule: Remainder of the season - Unless we go to the stadium game we will not be doing the show. Playoff games will be stand playing only and no uniform. First game this Friday (11/15) is mandatory for the full band. The students will not perform the show because they are not rehearsing full time and are not going to leave the best impression we would want to leave when performing in front of these audiences. Dress code for is jeans, a Roswell shirt, and warm outerwear. The kids will continue to do third quarter meals. Uniform and instrument turn in date will be the Tuesday after the last game. Michael M. will verify if student attendance will be mandatory if there are games over Thanksgiving break. Meals from meal plan that were not distributed for the canceled game will roll over to this Friday's game.
- Misc: Power and freezers at concessions stands; Lights at back door. Mike L. has a meeting with Dr. Shaw in December to discuss issues this previous season and items we can be proactive about for the next season. Aimee brought up concerns about there being no fence separating RHS and an adjoining neighborhood; Mike L. will add to his list.
- Thoughts of the season and for next year – The directors are already having planning meetings about the show for next year. Michael M. plans to send out a Padlet to board members to put down thoughts and

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concerns from this year – what went wrong and what went right - to discuss with the new board in January.

- Next season: Items that will be up for discussion - friends and family access to visitors concessions stands; practice field, bandwagon path, recruitment plans and dates, and parking for new semi-trailer.

B. Classroom Bands

- Winter Concert – 12/5 and full orchestra concert on Dec 3 at 7:00 (wind ensemble).

C. Band Trip – Orlando – Information has been sent out and deposits are due November 15th.

- Late arrival plans for kids arriving late due to RHS theater performance – kids will take a flight out the night before or next morning. Schedule allows for IDL and Winterguard to make the full band trip if they want to.

D. Veterans performance – A brass quartet went to the Roswell Rotary Club and performed an Armed Forces march and we had a really great reception – the veterans were really excited to have us there.

E. Indoor Drum Line - Status report and proposed budget. Auditions started today and there were about 30 kids there. Michael M. will get a more accurate report and details after talking to Mark Kapral. Michael M. to share budget.

F. Winter Guard – Status report and proposed budget. 18 showed up for Winter Guard auditions; more details to come. Michael M. to share budget.

G. Fulton County Honor Band – Out of the six who tried out, four made it: Harita Yepuri, Augustus McPhearson, Will Nicolson, and Alec Yeung.

H. Sprit wear– Approval status/update; When will new site come back up? There has been no communication with the new vendor so if we still want to do spiritwear we will need to find another vendor. Michael M. recommends Custom Spirit Wear. Anne-Marie suggested Thread 92.

I. State of the Band Meeting – Necessary to discuss lack of fundraising participation with band families and its implications to overall operating budget. Possible meeting in January. Need to do some brainstorming on how to get people in to the meeting. Greg introduced thought of sending letters. To discuss futher

J. Administration Update; Scrips overview – Kim provided an overview of the Scrips fundraising program. Board agreed to pilot over the holidays.

5. Officer Reports

A. President's Report

- Student Account Management Working Group - Met today to cull through student accounts and we have a good view on payment plans/pending payments/etc. and a plan forward.
- Fundraising participation – Discussed above in section 4I.

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- Semi-trailer – Collaborating with school administration to ensure purchase is approved and done correctly. Timeline: clear approval in November, procure trailer by year end, customization and branding early next year, and go live by July 1st. Soft estimate of \$25k for trailer and accessories/customizations.
 - Nomination committee is formed and meeting to approach possible candidates.
 - Committee: Mark Herring, Ed Klass, Jay Phifer, Shawn Phifer, and Mary Jane Hendrickson
 - Committee will put forward a slate of candidates
 - Nominations will be brought forward and voted on in December general meeting
 - There was a discussion about term limits – some feel 2 years is too short as it takes the first year to understand how everything works and get your feet under you. Melissa Smith and Mary Jane Hendrickson explained the history and the purpose of the term limits as previously there were no limits and people stayed as long as they wanted and there were no fresh ideas. Aimee suggests we meet in the middle with 4 years.
- B. Logistics & Volunteer Updates (VP and VP Support Services)
- VP Logistics: Playoffs - Cut down pit crew to 4 people for playoff games since there is no show. No props needed.
 - Performance Nov 20th at Roswell Senior Center from 11-2. Wind ensemble and 2 parent chaperones will attend and will need a truck and the trailer to transport instruments.
 - IDL and Winterguard logistics for transporting instruments/props – details pending.
 - Discussion about possibly replacing/repairing podiums for next year – depends on what we will need for next year's program.
 - VP of Support Services: Trailer Safety – The directors put a two-person process in place for trailer safety to ensure nobody is locked into the trailer.
- C. Treasurer's Report
- Financial Report in progress (Fiscal YTD vs. Approved Budget) - No updates
 - Statements and letters to membership will be sent out this week.
- D. Fundraising Activity & Planned Events (VP's, Ways and Means)
- Jeep Raffle – We are down to the final 3 days - keeping website up until tomorrow morning. We have sent email to over 1600 people who have already purchased tickets to see if they wanted to order anymore. This week we are working on counting, locating tickets, and ensuring we have everything to take to the dealer on Thursday. Around 4900 tickets sold, roughly 800 tickets have been returned, about 250 tickets still outstanding that need to be returned. Every family signed a form that said they were financially responsible for the monetary value of the missing tickets. Right now we're at \$47,000 made

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from the fundraiser. The committee did 34 events across 36 days, selling about 1400 tickets. Students sold roughly 3600 tickets. 24% of families did not participate.

- Schedule: Star Wars Movie Night - Natalie Henderson Color Guard Scholarship (Dec 21) – movie at 12:30pm. Discussion about creating a video as a memorial to remember Natalie and explain the purpose of the scholarship. Michael M. will reach out to the family about coming in to speak about Natalie.
- MARCH (plans; review 3/7/20 date) Gretchen and Anne-Marie felt Jan was too late to start on March coordination this year so they are going to start working on this in December. They have a binder of info and hope to have the service sites setup by January. Aimee suggested the Roswell Library may be a good candidate as their renovations are almost complete and they have no funding for landscaping. Need to form a committee by January – can recruit at the Winter concert.
- 2019-20 Corporate Sponsorships Plans – No updates
- Spirit wear

- Magnets – Anne Marie working with Pam (branding) and working out pricing for magnets.

E. Secretary's Report – Band directory is proving useful. No families have provided photos or updated information. Kim has been working to update information in Charms and provided a spreadsheet of updates which were also updated in the directory.

F. Communications Report – No updates. Michael M. has some stuff that needs to go out about Saxy Christmas.

6. Old Business - None

7. New Business – Michael D. expressed his and Mark's appreciation of the existing board and how we've stepped up and worked so well together.

8. Adjournment Michael D. (9:24pm)

Next: General Membership Meeting: 12/5/19, prior to Winter Concert