

Roswell High School Band Booster Association

MEETING AGENDA & MINUTES

Meeting	RHSBBA Executive Board Meeting	Date	09/20/17
Type of meeting	Status, Review & Discussion	Time	7:00 pm US ET (90 minute goal)
Attendees	John O'Donovan (chair), Michael Moon (Band Director), Mark Herring, Ginger Greve, William Poole & Tera Doyle		
Absent	Keith Cooper	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. EXECUTIVE MEETING OPEN – JOHN

John called the meeting to order John @ 7:06pm

2. WELCOME/SIGN-IN – JOHN

Other BBA members present: Dawn O'Shea

3. BAND DIRECTOR REPORT – MICHAEL M

- New Fall Concert date is October 4th
- Marching Band & Concert Band are both going well, very pleased with how the students are doing
- Marching Band props are finished and look great, thanks to Mark and his crew for finishing them out.
- No schedules (of the day) for marching band competitions yet, tbd. They are usually released the week of the competition.
- Full Orchestra is applying for the Midwest Clinic
- Wind Ensemble is applying for JanFest 2019
- Coach Kemper gave all Marching Band members a letter thanking them for what they add to the Friday night football games
- White plumes will not be in until October. Planning to collect them to store in containers after each performance.
- Only taking the pep band to Lassiter game, won't need as many volunteers. Do not need truck for front ensemble.

Other upcoming calendar events highlighted:

- 09/22 – 8th Grade Night

Roswell High School Band Booster Association

MEETING AGENDA & MINUTES

- 09/23 – FCMB Exhibition
- 10/02 – District/All State Jazz Auditions
- 10/04 – Fall Concert
- 10/13 – Homecoming Game – performance following the game
- 10/14 – Youth Day Parade
- 10/20 – Senior Night – performance following the game
- 10/21 – Lake Hartwell MB Competition
- 10/24 – Orchestra Concert
- 10/28 – Lafayette MB Competition
- 11/04 – White Columns Invitational MB Competition

4. PRESIDENT’S REPORT – JOHN

- Food Truck Spirit Night – Estimated 650 -750 people in attendance, food truck vendors were happy with sales. Board discussed about shortening the food truck lines by adding another food truck. Smoking Moe’s wants to bring in a few friend trucks next year. Beth submitted a pro & cons summary (see attached). Dawn O’Shea commented that the band students did a great job with the crowd, especially with the younger kids. Only had 10 students, out of 107, who did not sell any tickets. Rough profit tally, after expenses, is \$4,200 and may increase once the final tally of gate receipts is added and all expenses accounted for. Board to consider offering football team free entry (players) to next Food Truck Night next year.
- Verizon – \$7,700 profit for the season, so far, which is a little ahead of budget. John reviewed Verizon’s summary sheets for errors and reported they looked good. Based on the number of slots Verizon requested we fill, we have filled about 2/3 of our slots. Dawn wants to create a better volunteer tracking system if we continue to do Verizon next year. Dawn is going to send check-in sheets to John.
- SYMP – Sponsor list needs to be updated. Michael Asher has requested help from the Board with a few business contacts and solicitation of sponsor renewals or new sponsor additions. Discount messaging is being added to app to be presented at sponsoring businesses directly within the mobile app. Board discussed the idea of providing incentives to RHSBBA members for bringing in sponsorship additions.
- M.A.R.C.H. – Mark has someone that is going to help find sites but not interested with being on the committee. Several other people have expressed interest in joining the committee. Michael offered to do some investigative recruiting. Mark would like to have 6 people on the committee, but needs a minimum of 4. Mark is currently working with an app developer so that donations can be tracked online and kids may have access to a mobile credit card swiper. Payments will also be able to be made through an online app.

Roswell High School Band Booster Association

MEETING AGENDA & MINUTES

- Band Tower – Ad has been to sell the band tower. The plan is to sell the tower first and then use the monies from that sale to pay off the balance. Going to post tower ad within the music community. Centennial HS Marching Band cannot purchase since the issue with FCS would be the same and the process is difficult. Ad will be nationwide.
- Ways & Means position is still open. No longer searching for the near term. Now shifting energy into the Nominating Committee for 2018.

5. FINANCIAL REPORT – JOHN (on behalf of Keith)

- Have collected 59K to date, still have 30K in past due fees
- Marching Band is roughly 19K behind in fee payment collections
- \$1,600 short on percussion fees – which were due August 1. Traditionally these are 95% collected the first week of school.
- Michael is going to send out a more direct message regarding past due fees, to include specific financials. Message will include what will be cut if fee collections remain so far behind.
- Upcoming trips may provide some motivation to catch up past due fees as students with past due fees may not attend or even sign up during trip commitment time.

6. BOARD UPDATES.

- **Communications** – Ginger wanted to clarify with Michael that Leadership times will be given directly by him and not listed in the mass communication emails/blast. The Sunday email blasts are working well. Ginger tries to keep the schedule of important dates at the top. Ginger has been trying to put the football information on the band fb page as well.
- **Support Services** – need to be at home football games by 5pm to park w/o parking pass. Any volunteers who arrive after 5pm will need a parking pass. Away game volunteers will also need to report at 5pm.
- **Logistics** – Mark informed the Board that the street light in the band room parking lot has been repaired by Georgia Power and let Michael know about the broken exterior lights that surround the band room. He also ask if Michael could put in a request with the school to repair/replace the broken exterior fixtures and add a light above the band room doors. Ed Smyth will be filling in for Mark during the month of October.
 - Exhibition – Marching Band performance time is scheduled for 7:15pm. Band practice at will start at noon and then the band will leave for the competition at 4:15pm. John and Mark plan to pick-up the equipment trucks at 10:30am.

Roswell High School Band Booster Association

MEETING AGENDA & MINUTES

- **New Business:**

- **Spirit Wear** – Kim Holm is taking over Spirit Wear for Kathleen Foit. The band has used Neff to order their letterman jackets in the past while the rest of the school uses Balfour. Ginger reported that Balfour has the new hornet design ready to order, and Neff does not. Ginger also noticed that the green letter earned for band does not match the green used on the letterman jackets. Ginger is currently doing some pricing research and will follow-up with Mary Jane Hendrickson. It was also noted that Dr. Shaw was gifted a band polo shirt.
- Fundraising idea: European/Dutch Auction – Michael suggested the Board consider this type of fundraiser as he has learned of others who have experienced much success with auctioning off donations. Could possibly use King Galleries to provide auctioneers? Further exploration and discussion needed.
- TreeHouse Guy – need info to promote raffle, are we even still going to be able to do Raffle since contact has gone silent? Will try to respark conversation with offering contacts.
- Car Raffle – Michael Ascher has wanted to do this in the past and this time around he would like to involve other schools. He is currently exploring options, separate from RHS and will circle back around to RHS as the concept becomes more in focus. Issue: We cannot involve other schools if they don't have a raffle license. It would violate our license terms with the Fulton Co. Sherriff and put our license at risk. Note: If raffle sales don't generate enough money to cover the cost of the car, the fundraiser would be converted into a 50/50 raffle with award tiers if pool is greater than a certain dollar amount (e.g. \$5,000).
- Michael is going to reach out to the Roswell Touchdown Club about a fundraiser they did in Mountain Park that included promotion thru Alive after 5.

7. EXECUTIVE MEETING CLOSE – JOHN

John called the executive meeting to a close @ 9:08pm.

Next RHSBBA Meeting: 10/11/17 @ 7pm