

Roswell High School Band Booster Association

MEETING AGENDA & MINUTES

Meeting	RHSBBA Executive Meeting	Date	November 15, 2017
Type of meeting	Status, Review & Discussion	Time	7pm US ET (90 minute goal)
Attendees	John O'Donovan (chair), Michael Moon (Band Director), Mark Herring, Keith Cooper, William Poole, Ginger Greve, Tera Doyle		
Absent		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 @ 7:08m

2. WELCOME/SIGN-IN – JOHN

Other BBA members present: Dawn O'Shea, Michael Dal Cerro

3. BAND DIRECTOR REPORT – MICHAEL M

- 8 students made the Fulton County Honor Band
- Jazz band is going really well
- Auditions for indoor drumline 11/16
- Currently assessing commitment levels for both Indoor Drumline and Winter Guard
- Meeting with Dr. Shaw about taking a performance trip in the spring or early summer

Other upcoming calendar events highlighted:

12/07 – Band Winter Concert, 7-9pm

12/11 – Symphonic Wind Ensemble @ Elkins, 6:30-9pm

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4. PRESIDENT'S REPORT – JOHN

- Student Injury/Illness Protocol – RHS marching band student broke their elbow in the band room prior to the last competition. Michael recommended looking into first aid training for volunteers. Moving forward, the protocol will be to notify parents of any injury, regardless of severity.
- Food Truck Spirit Night – Checks have come in from Kona and Yumsa. Smokin' Moes has expressed interest in coming back and has a couple other partner vendors to invite next year.
- Natalie Henderson Scholarship Fund Movie Night – Current net gain of \$1,170. Keith is still processing some donations.
- MARCH – Roll out is set for the Band Winter Concert/General Meeting on 12/07. Mark has held the first committee meeting and a couple of students are working on a promotional video. Volunteers are currently scouting job sites for work day in March. Mark is speaking with First Data to process online payments via cell phone app and allow each student to have their own tracking page. Mark is also looking into Push Pay, which is a bit more expensive but may be a better fit than First Data. Manual collection forms will also be available to students. 8/\$64 donations is the first goal that each student is encouraged to reach. All students that reach that goal will receive a t-shirt. Other prizes will be given for reaching higher levels. The MARCH work day is 03/17 and student party is 03/23. Dawn is going to reach out to Mountain Park as a potential worksite.
- IDL/WG Support – BBA contribution has traditionally been \$1,500; board discussed earmarking these dollars for scholarship opportunities. Board also discussed potential combine fundraiser opportunities for IDL/WG, as it is harder for smaller groups to fundraise.
- IDL/WG Budget – Michael & John presented budgets for both and showed projections with and without BBA contributions and with and without fundraising. Keith questioned how the commitment agreement was going to be presented and upheld. Board determined that all past dues fees must be paid to participate in IDL/WG. IDL and WG budget votes are being deferred until actual commitment agreements and commitment payments are received. Commitment agreements will go home with students this week and are due the Tuesday after Thanksgiving (11/28).
- Nominating Committee – Mark is overseeing nominations. The Secretary and Ways and Means position are open for 2018. Currently there is interest in both positions. Board discussed the possibility of adding an at-large member (new). Nominations need to be posted prior to general meeting in December where a vote will be taken by general membership to seat the 2018 executive board.

5. FINANCIAL REPORT – KEITH

- Keith distributed the P&L thru 11/15/17
- 46K in general fund
- Collected just under 8K

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- 17K remains uncollected/past due, outside scholarships
- Still need to raise 20K to be on budget for fundraising
- Verizon has exceed their budgeted fundraising goal by over 2K
- Extravabandza Food Truck Night netted close to \$6K.
- Concessions total net of \$3,450 may be actually be higher. Keith is looking into an refrigeration fee that he thinks was misbilled. (Update – an errant invoice was sent to the band instead of the Touchdown Club. New Coke rep has been confusing invoices between the school and booster clubs most of the football season. The one in question belonged to the Touchdown Club and is no longer in our hands.)
- Marching budget is coming in 12K under budget. Keith inquired about any outstanding invoices related to marching band.
- Color Guard is coming in almost 4K under budget so Michael is going to follow-up to see if flag invoice has been submitted

6. BOARD UPDATES – OPEN TO ALL

- Recruitment – Michael Dal Cerro voiced the timely need to outreach to both Elkins and Crabapple 8th graders as they are already preparing to schedule their classes for next year. Dawn suggested inviting the 8th graders to join the pep band for basketball games. Board agreed that efforts need to be made to recruit early and often. Michael is going to work on getting groups of high school band students to talk with the students at both Elkins and Crabapple.
- Band Tower – John is actively working on a couple leads with other school systems. Delivery cost could total 5K and will probably have to be worked into the purchase agreement.
- Logistics – William is going to send out an email to see is anyone is willing to coordinate the dessert table at the winter concert. Board discussed having a separate table for desserts set up outside the band room that would be for band students only. The spirit wear table will also be set-up at the concert. Students will be creating the program for the winter concert and John will be providing them with a current list of sponsors to be included.
- Volunteers – will need volunteers for upcoming IDL/WG season as well as LGPE
- Communications – Ginger asked Michael how he would like communications to work for IDL/WG. Michael said just a bi-weekly newsletter should suffice. Ginger also made the request for more pictures and info to post to social media. Suggested posting some TBT (Throw Back Thursday) pictures to keep it the post lively and fun.
- Verizon – just sent a \$400 check from Verizon
- SYMP – Mr. Ascher is encouraging the Board to engage sponsors. (re-up or new enlistments)

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- Work/Donation Opportunity – Michael let the Board know of an opportunity from Honey Baked Ham. They need workers for their upcoming holiday season and will pay students \$8.50/hr. In addition, HBH will donate \$1 to the band for every band student hour worked during the holiday season.
- Concert Uniforms – It was noted that some of the concert uniforms are dated and will need to be replaced in the next couple of years.
- Band Camp – Michael is currently running comparisons between North GA and Oxford as potential band camp sites.

7. EXECUTIVE BOARD MEETING CLO/SE – JOHN

John declared the executive board meeting adjourned at 9:42pm

Next RHSBBA Executive Meeting: 12/04/17 @ 7pm

