

Roswell High School Band Booster Association

MEETING AGENDA & MINUTES

Meeting	RHSBBA Executive Meeting	Date	September 16, 2019
Type of meeting	Status, Review & Discussion	Time	7:00 pm – 9:00 pm US ET
Attendees	Michael Dal Cerro (meeting co-chair), Michael Moon (Director of Bands), Craig Baughn, Gretchen Shirley, Anne-Marie Canty, Christina Knutson, Esther Collins, Aimee Christian, William Poole, Kim Friedman		
Absent	Greg Freeman, Mark Herring, Mike Long	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 D. 7:05)
2. **Roll Call**
3. **Minutes from August EB Meeting**
Approved and online
4. **Band Directors' Report, Updates and Upcoming Calendar**

A. Marching Band

i. Update - We lost a guard tech (Lumpkin) due to personal reasons and the money for her will not be re-allocated. We have completed movements 1,2, and 3 of the marching band show.

ii. Schedule

- 8th grade night – Sept 20 – Everything is squared away for this and all the kids will be assigned tonight.
- Fulton Co Marching Exhibition @ Cambridge HS – Sept 21 – Will provide more details on parking, admission, etc. in the Stinger. It's at the same location it's always been. Band will leave RHS at 4pm, gates open at 5:45, and Roswell's performance is at 7:10. Chaperones will be needed at 3. We will likely leave Cambridge at 10pm and be back at 10:45. Pickup will be at apx.11pm.
- Competition Status/Update – All competitions registered and played for. The Lake Lanier Classic is on Oct 5th. This is a smaller competition and we are still waiting on the schedule.
- Youth Day Parade – Oct 12 – Same as always. There was a discussion about having the kids decorate the EV trailer.
- Georgia State University – Competition on Oct 26. Performance time will be earlier because there is a football game that day and we will not be staying for that.
- White Columns Invitational – On Nov 2 and we are good to go. Michael D. has been in talks about having the Jeep there and selling raffle tickets. Michael M. to follow-up on that.

iii. Administration – Nothing new to report.

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- iv. Trip to Orlando – March 15-19, 2020. Shooting for a deposit deadline of Oct 25th. Looking at two specific hotels. The Grove which is a little higher end with a total estimated trip cost of \$690 or The Point which is estimated at \$600-\$605. 5-day, 4-night trip. Chick-fil-a breakfast included daily. The hotel rooms are 3-bedroom, 2-bathroom suites. Trip total covers hotel fee, taxes and resort fee, two days at Universal Studios, and one day at Animal Kingdom. Students will be responsible for lunches and dinners. Still need to work out details on charter buses, instrument transportation, and payment plan schedule. Fine tuning the form to send out to band families next week. On the form there will be a statement about being paid in full on band fees and showing a concerted effort to contribute to the band (fundraising, volunteering). Chaperones will only have to pay for their tickets – around \$300. Appx 10 chaperones will be needed depending on how many kids go. No sibling or family tagalongs will be allowed.
- v. Practice Field – The band practice field will move to the Senior parking lot, still working out logistics on this.

B. Classroom Bands

- i. Update – All classes are going well.
- ii. Schedule: Fall Concert – Oct 7
- iii. Fulton County Honor Band – In November
- iv. District HS All State Jazz Band – No students tried out for it.

5. Officer Reports

A. President's Report

- i. “4th Quarter” – This is our peak season – there are a lot of events over the next 8 weeks. If you need help, don't be afraid to speak up. We have a great team of supportive parents!
- ii. Student Account Management Working Group – Great meeting and we are tracking very well. \$2500 still outstanding in unpaid fees.
- iii. Positions to fill 2019-20 school year – Keep recruiting for needed positions and say something if you need help. Michael D. expressed his appreciation for everyone on the board. Christina suggested we send this list out to the band families as we have a lot of eager freshman parent families who are willing to help. Michael M. to advertise it at the band concert.

B. Logistics & Volunteer Updates (VP and VP Support Services)

- i. Electric Vehicle – The new EV (aka the BANDwagon) has been fantastic. It's been invaluable for transporting items and transporting sick kids during practices. Craig suggests we have an approved list of EV drivers – consensus is volunteers over age 25.

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- ii. Props for new fall program – We had some issues with the props being broken but have been doing additional training with the students on how to move them properly. Michael M. reports we are still waiting on the skins; there is no ship date yet.
- iii. Volunteers – We have a lot of great Freshman parent volunteers joining us this year. We need to be more specific about volunteer arrival times as different positions have different times.
- iv. Trailer – Craig and Michael D. have been looking into custom fitting the band trailer once we purchase one. They have also been researching insuring the vehicle and finding drivers (also with proper insurance).
- v. Evacuation plan – We need to have an evacuation plan in place for games based on what happened at Friday’s game.

C. Treasurer’s Report

- i. Financial Report (Fiscal YTD vs. Approved Budget) – Nothing to report.
- ii. Closing out last FY; status of audit – The audit went well and everything is good.
- iii. Point of Sale (POS) system – The system is working well. There was a discussion about using portal all-in-one devices vs. a device attached to a personal phone. Preference is the stand-alone device.
- iv. PushPay / PayPal / roswellband.com store – Trying to move away from Pushpay and increase adoption of Paypal. Aimee has a goal to move away from PushPay by December.

D. Fundraising Activity & Planned Events (VP’s, Ways and Means)

- i. 2019-20 Corporate Sponsorships Plans – Still waiting for a check from Menchies, Orthodontist Dr. Gray gave us \$250. We are still actively seeking additional sponsorships.
- ii. ExtravaBANDza - Oct 4 – Official event will be from 6-9, but we want kids to arrive at 4. Tickets available at the door or by using QR code, Aimee to update the link the QR code goes to with current info. We need a lot of volunteers for the event. Sign-up sheets will be posted for the kids a week before. There will be no dessert trucks this year – instead we will have a bake sale at the concession stand.
- iii. Mattress Sale - Oct 12 – There’s a bunch of flyers in the band room. Gretchen will ask about yard signs. Need to work out a communication plan for ExtravaBANDza and mattress sale
- iv. Star Wars Movie Night/Natalie Henderson Color Guard Scholarship - Dec 20 – No updates
- v. MARCH – Setting date for March 7th, 2020,
- vi. Jeep Raffle – progress / time left / Team draft / events – Raised \$19,074 so far, which is 1992 tickets sold. This is 30% of our desired target. We have 8 weeks left to cycle though any additional activity and still have 2,000 tickets ready to go out. 40 families who have still not picked up tickets. Michael D. has concerns about procrastination in selling tickets. There is a Sept 25th target for first 25 tickets, then October 20th for additional 20. There will be a ladder draft tomorrow (9/17) with the kids to draft members into teams for competitive fundraising towards a grand prize. The team leaders are the current top sellers. There was some discussion

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about getting tickets to families who have not picked them up – Michael D. has been available at several events, sent 2 letters, emails, text messages, calls and even dropped off tickets at people homes. If we decide to do this again next year, we will need a dedicated leader and team. Current estimate for this year is that we may make \$35,000 – \$40,000 which is \$20,000 short of our goal. Still a good outcome and best ever for the band. We are just leaving money on the table.

vii. SAPA – Will not happen this year due to miscommunication on dates.

E. Secretary's Report

i. Directory – Directory has been populated with what CHARMS info we have. Kim will communicate any future info changes to Christina. Information has been sent out in The Stinger, including a clause for band families to opt-out. Christina to double-check all the data, including pics and then will send out logins to the board to check it out before full launch.

F. Communications Report

i. Website – We need a webmaster for the website – Communications Director should be in charge of the content, Treasurer in charge of the store, and then Webmaster can do all the technical stuff behind the scenes. Esther points out that the website has been setup for a willing volunteer to work with, not for an experienced webmaster, and has been updated as such. There was a discussion about what the position would entail, what kind of person would be a good fit, and how it could be a multiple year position not tied to the Communication Director role. Additional discussion about this to be held offline. Michael M. to discuss with Greg about the need for a writer to assist with the research and write up of the history of the band.

ii. Newsletter – Pretty streamlined now – nothing new to report.

iii. Parent complaints – Michael M requests that everyone tell parents to bring complaints to him instead of a board member so they can be addressed properly.

6. Old Business

Senior banner – The designer forgot two kids on the banner so it had to be reprinted. Michael M will try to get before the Milton game.

7. New Business

8. Adjournment (Michael D. 9:18)

Next EB Meeting: October 21, 2019 7:00pm RHS Media Center