

Roswell High School Band Booster Association

MEETING AGENDA & MINUTES

Meeting	RHSBBA Executive Meeting	Date	October 21, 2019
Type of meeting	Status, Review & Discussion	Time	7:00 pm – 9:00 pm US ET
Attendees	Michael Dal Cerro (meeting co-chair), Mark Herring (meeting co-chair), Mike Long (Co-Director of Bands), Craig Baughn, Greg Freeman, Anne-Marie Canty, Christina Knutson, Esther Collins, William Poole		
Absent	Aimee Christian, Michael Moon, Kim Friedman, Gretchen Shirley	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. (7:03pm)
2. **Roll Call**
3. **Minutes from September EB Meeting**
 - A. Approved and online
4. **Special Guest Keith Cumming from Custom Fundraising Solutions regarding the 2019 Mattress Sale** - Unable to attend
5. **Band Directors’ Report, Updates and Upcoming Calendar**
 - A. Marching Band
 - Recap: 8th grade night – Great night for the kids, the directors had a great time, going to be following up with the middle schools over the next few weeks.
 - Recruiting into new school year- We have some ideas on some smaller events in which to include the rising 9th graders, such as the movie night in December.
 - Fulton County Exhibition – The kids did great, nothing big to report.
 - Lake Lanier Tournament of Bands – The kids did great and came home with some trophies. We won’t be returning due to the disorganization and communication problems. In addition, the size was too small and it was just not the experience we want for the kids. The intention of the event was to help build the band’s confidence with a smaller competition and that goal was definitely met but could be achieved with a more organized event.
 - Youth Day Parade – The kids had a great time and it went well.
 - Schedule: GSU – Oct 26 – Discussion about props as they are not going to fit in any of the doors. Craig’s plan is to keep disassembled and try to assemble inside the storage area. Mike L. will look into the

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possibility of driving the Bandwagon and trailer directly into the storage area. Christina asked if the kids will be loading on Friday night or Saturday morning and Mike L. will discuss with Michael M.

- White Columns Invitational – Nov 2nd - schedule to be sent out in this week's Stinger.
- Senior Night – Nov 8th
- Practice Field – The new field in what is consider the senior parking lot is still in rough condition. The lines are incorrect, for one. The biggest issue with the new lot is that students and teachers are not moving their cars in time for practice. Dr. Shaw has been firm about that but it has been a challenge since it's a new process and there have been games going on. We will likely be using the front band field for the remaining of the year and look into other options for next year, or work on a better communication plan for the parking lot. There was discussion about improving the existing band field as the sand is tough on the kids. Mike L. will be meeting with Dr. Shaw to continue to work this issue.
- Bandwagon Path – There has been discussion about a different path to get the band equipment down to the stadium easier. Dr. Shaw suggested an alternate path but it takes us through their nice landscaping so Mark took video of Mr. Zarzana's suggested path that does not go through the landscaping and feels it would just need a second gate on the north side of concessions to make it work. Mark to continue discussions with administration.
- Access to Visitors Concessions Stands – working with administration on problems with friends of the band getting access to the visitor concession stands for purchases. There have been some power issues as well. The freezers are shut off by the County, causing our food in the freezers to be put at risk or even go bad.

B. Classroom Bands

- Recap: Fall Concert – Fantastic, the kids did really well.
- Schedule: Winter Concert on Dec 5th we'll have a booster meeting prior to the 7:00 concert.

C. Indoor Drum Line: Interest meeting was held a couple weeks ago and had good attendance. We will be adopting some Cambridge HS students who are not able to form their own IDL; Mark Kapral is obtaining permission from GIPA to join the two schools. Mark K. is making it clear to Cambridge that the students joining the Roswell drumline will be expected to follow our schedule and pay our fees. Michael M. is working with Mark K. on the budget.

D. Winter Guard: Just had their interest meeting and there was a good turnout.

E. Fulton County Honor Band – Auditions and clinic will be in November.

F. Fundraising for the second semester – We are short on our fundraising goals so far. A “State of the Band” meeting is recommended to discuss the situation with parents and evaluate what we might need to cut from the program. Michael M. is hesitant to cut employees. The board doesn't want to cut staff either. Mike L. made a

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suggestion of a program called Scrip. He's aware of some other bands who use this program for 80% of their fundraising for the school. The program works by having people purchase a gift card to a store through the school (example: a Kroger card for the amount you spent on groceries for the month) and some of that proceeds goes to the band. Mike L. has contacts with other schools who have done this fundraising before and he will reach out to them to get additional information for us to evaluate it. The fundraiser would need its own admin/committee to track.

- G. Spirit wear – Sales are on hold because we were approached by the RHS branding manager who said we are not within branding guidelines and we have not been able to reach the vendor to work out the issues. There was a discussion about looking for a new vendor because this one has not been responsive.
- H. Administration Update – No updates.

6. Officer Reports

A. President's Report

- Student Account Management Working Group – Upcoming meeting on Wednesday.
- Positions to fill 2019-20 school year – Michael D. - Recruiting is a daily effort, if you know of people who could step up into a role, please refer them. We want to bring people up to fulfill these roles.
- 2020 Executive Board; Nominating Committee – Discussion about board members staying on if they want to/can. Nominations will be coming up in December to decide who to take forward onto the new board in January. Michael D. asked board members to think about continuing to serve for continuity. Mark and Michael D. suggests we think about co-officers in the more time-intensive roles where a senior parent is combined with a non-senior parent and then the senior parent rolls off while the non-senior parent continues and brings someone new aboard. Michael D. to check with a few possible interested parents about forming the nomination committee.
- Recruitment Strategy – Brainstorming about ways to support Michael M. and Mike L. in recruiting new families and well as parent volunteers. We are here to support the Co-Directors with as many as 4-6 events leading up to Commitment Night in Spring 2020. Events such as Star Wars Movie Night and Grease Movie Night in the Bandroom. Also, had a discussion about putting together a video of volunteers preparing for a competition, with on-the-spot interviews with parent volunteers and behind-the-scenes footage. Greg and Mark will work with Josh Knutson on some ideas of footage to capture at the next several events. Other ideas - mini-camps and workshops with current band students and potential students, additional videos, and sending kids to the middle schools to work with the kids directly (clinics).

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

- VP: Pit Crew, Props, and MB Logistics – Everything is holding together.

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- VP: Repairs and Maintenance - Need to think about Bandwagon storage during the off-season. Right now it's being stored at Craig's house. We could put in the newsletter to ask for a parent to with room to store it. Michael M. and Mike L. have been in discussions with Dr. Shaw about storage in general, since the band is no longer allowed to use the "cage" for storage anymore so they can add the Bandwagon storage to the talks. Michael D suggested to post a request in the Stinger newsletter.
 - VP Support Services - Volunteer shirts and badges have been distributed and have been very popular and created a real sense of comradery and professionalism. We are overbudget on the orders so Greg has put a cap on it for this year. Next year we should consider making shirts available to incoming freshman families and have an option for returning volunteers to order more if they want. Greg has been keeping track of volunteer hours and provided a breakdown of hours based on CHARMS signups. CPR class – we can do another one if there is enough interest.
 - Bus kudos – Greg reports that at the last game we received compliment from a bus driver; he said he's happy when he sees RHS band on his schedule because we are so organized and respectful. Esther gave a shout out to the drum majors for doing such a great job picking up trash at the end and being helpful in general.
 - Senior Picnic - Senior parents have been discussing the Senior Picnic. Kristine Herring is heading up the planning and there is a need to get non-senior parents to volunteer so the senior parents can enjoy the night. Greg has updated CHARMS and working on a push to organize volunteers.
 - Halloween – Craig had an idea to do a bonfire after practice on Halloween night. Moms are already planning to bring in candy and baked goods. Mike L. will confirm with RHS administration that this is ok. Christina will help Craig the night of.
- C. Treasurer's Report
- Financial Report in progress (Fiscal YTD vs. Approved Budget) – No update.
 - Audit – Completed and turned in.
 - Statements and letters to membership – Being mailed every 2 weeks and all electronic payments are up-to-date in CHARMS.
 - Payment Schedules of Clinicians – Aimee is handling that – no update.
- D. Secretary's Report – The band directory was launched successfully and there has been good feedback on it. It has been useful at several events. However, we have not received any requests to update information or pictures and we are still missing a lot of information, particularly from classroom band families.
- E. Communications Report – It's been pretty quiet since the last board meeting. The newsletter is running like clockwork and we've been able to get some last-minute communications out as needed. No issues to report.
- F. Fundraising Activity & Planned Events (VP's, Ways and Means)

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- Recap: ExtravaBANDza, - This was a very fun event but not a big turnout. We made the decision not to sell tickets beforehand because of Jeep and that may have hurt attendance. MPE was also running an event at the same night. The DJ was great and the 501st Star Wars characters were a big hit. Mike L. suggests blowing it up as a school-wide event next year and advertise it as THE Friday night event for RHS rather than just a band event. Craig suggests we invite other school organizations because the Robotic club was there and that went really well. Greg reports that John Hannah had a suggestion to bring in the dads from Elkins and Crabapple Middle schools to do a football game. Preliminary report from treasury is net proceeds of the event were \$1374 and our target was \$5000.
- Mattress Sale – We way underperformed in this event compared to last year. The running average for this fundraiser is 30 units per sale and we sold 12 units. Factors contributing to this may have been the parade, the long 4-day holiday weekend, advertising, and our other fundraisers. Yet last year the parade happened on the same day. Keith Cumming couldn't make it this evening. He will be reaching out to meet up to recap, thoughts and ways to improve performance.
- Jeep Raffle –14 days left until the deadline to turn in ticket stubs and money to the school front office (11/4). We have 1900 tickets still out there with the kids and families that are yet to be sold and turned in. This equals about \$18,000. Michael D. asked the directors to make a push to get kids to sell the tickets and turn everything in. We are currently at about \$27,000 in net proceeds and we can do more. We've done 32 events across 34 days and have two more football games lined up. Total tickets sold is 3,033. Students have sold 2010 tickets; committee has sold over 1023. Discussion to post a list of the top sellers who have qualified for prizes – Mike L. will work with Kim on that. The directors are announcing in every class when a student gets a prize and it's posted on the board. Drawing is November 16th at noon at Ed Voyles. You're not required to be present to win. Michael D. said he won't be able to lead it next year and we will definitely need a committee next year to run with this. Other takeaways from the fundraiser were discussed.
- Schedule: Star Wars Movie Night - Natalie Henderson Color Guard Scholarship (Dec 21st at noon) \$20 entry, private viewing if we can get 100 kids to sign up. Aurora is working on posters. MARCH - 3/7/20.
- 2019-20 Corporate Sponsorships Plans – No updates.
- Spirit wear
 - Discussed during directors' updates above.
 - Parents have been asking about magnets – Anne-Marie is checking on those.

6. Old Business - None

7. New Business - None

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8. Adjournment Michael D (9:24pm)

Next EB Meeting: 11/11/19 Upcoming General Membership Meeting: 12/5/19

