

Roswell High School Band Booster Association

MEETING AGENDA & MINUTES

Meeting	RHSBBA Executive Meeting	Date	April 14, 2020
Type of meeting	Status, Review & Discussion	Time	7:00 pm US ET
Attendees	Michael Dal Cerro (meeting co-chair), Greg Freeman (meeting co-chair), Michael Moon & Mike Long (Co-Directors of Bands), Craig Baughn, Chris Lewis, Jane Sowden, Cathy Kramer, Christina Knutson, Aimee Christian, Kim Friedman, Tom Brown		
Absent		Venue	Google Hangouts

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. (7:05pm)
2. **Roll Call**
3. **Minutes from March EB Meeting**
Approved and Online
4. **Band Director's Report, Updates and Upcoming Calendar**
 - A. Spring 2020
 - COVID-19 updates by Fulton County Schools and RHS – No new information
 - Orlando Trip; IDL Exhibition at RHS - Canceled
 - Indoor Drumline; Winter Guard; Jazz Band; Classroom Bands - Canceled
 - Spring Concert(s) - Canceled
 - Meet and Greet event for rising 9th graders – Canceled. There was some brainstorming about having a Zoom meeting with senior parents, the board, and freshman parents. Kim and Cathy suggest we schedule something after Registration Night. Cathy suggested we collect questions ahead of time and go over them in a FB live session. Still need to work out details.
 - Banquet – Postponed to July 25th, the Saturday after Pre-band camp
 - Registration Night - April 30th at 7pm via FB Live. There will be an online form for people to fill out that directs to Paypal for deposits. Jane suggest we add a form for volunteer information as well.
Timeline: All materials finished by April 17th. Mock run through of event – April 28th 7:00pm.
 - RHS Graduation Performance – We have no information on graduation yet but it is unlikely the band will perform regardless due to the lack of rehearsal time.
 - B. Fall 2020
 - Marching Band – There will be a sneak peak of the 2020/2021 show tomorrow on Facebook and it will be revealed on registration night. No updates from the county or state of GA on the next school year. We can plan a little bit

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better once we have more information on what is going to happen. The directors are planning for several possibilities, including a reduction in budget if needed to reduce Marching Band expenses due to current circumstances. Discussion about staggering the MB fee schedule depending on the scenario.

- Uniform Fitting – Canceled – will be done in the Fall as permitted.

5. Officer Reports

A. President

- Student Accounts – Working group met 4/14 6:30 and we've made great progress - about \$10,000 still owed. The directors are going to reach out one more time to families with past due balances.
- Proposed 2020-21 Budget (discuss in old business)
- Trailer – Everything's been ordered except the decals; still need to get pricing for that. Buildout is on hold during the quarantine. Michael M. revealed the trailer design.
- 2nd Annual Executive Board Retreat – On hold until we have more information on the year's outlook.
- Capital Expenditures Projects – \$4760 (4 items) in the proposed budget actually will be funded by the Money Market account. This is great news as it will reduce the overall expenses in the proposed budget. Items include: wireless headsets, two wagon carts, two drum major stands and cameras to surveil the trailer.
- Information Storage (Dropbox) – Been using mainly for the presidents; asked Christina to take a look at it and she came back with some suggestions on how to organize it and use it more effectively. There is a separate Dropbox for the treasurer and another one for photography. Aimee and Christina will work on consolidating and reorganizing.

B. Vice-President (Logistics Updates)

- Annual Awards Banquet - Awards have been ordered, need to get with the directors for some final awards and the scholarship. Banquet has been moved to July 25th. If that doesn't happen either we will likely do an online award ceremony.
- Cameras – No updates
- Path for Bandwagon – Craig and Tom Brown did a walk over the proposed path and believe it just needs some concrete work. Michael M. will discuss with Dr. Shaw.
- Lights outside band room – No updates

C. VP, Support Services (Volunteer Updates) – No updates

D. Treasurer

- Orlando Trip – Have been refunding as families have asked. All of the seniors have been refunded. If a family did not ask for a refund, it rolls over into their account for next year's band fees.
- Financial Reports

E. VP, Ways and Means (Fundraising Activity & Planned Events)

- M.A.R.C.H. 2020 – We made \$16,040 in revenue! Net proceeds are \$11,700 after expenses are paid for. We had an increase in sponsors this year. Still need to distribute the remaining T-shirts and gift cards.
- Build to Thrive – Completed their assessment on how we operate and there is meeting next week on April 21st to present results.

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iii. Vacancies

- With these vacancies, we are forecasting less fundraising revenue in the proposed budget. This means there will be less Band Aid available for families and the dues per student will go higher than desired.
- Vice President (or Co-Vice-Presidents) of Ways & Means
- Captains for the following 2020-21 programs: Spirit wear (magnets on the store; new hats), Scrips, ExtravaBANDza, Mattress Sale, 50/50 Raffle, Alumni Relations

F. Secretary – No updates

G. Director of Communications

- i. Website – Decided to stick with Jimdo for another year.
- ii. Media Team Updates – Still in search of a head photographer – Christina indicated that Josh Knutson wants to discuss with Cathy and the band directors offline about what that would look like before committing to that position.

2. Old Business

Proposed 2020-21 Budget

3. **New Business** – Michael M. presented new spirit wear designs for board feedback.

4. **Adjournment** – Michael (9:05pm)

Next RHSBBA Executive Board Meeting: Tue 5/12/20; General Membership Meeting: Thu 5/14/20