

Roswell High School Band Booster Association

MEETING AGENDA & MINUTES

Meeting	RHSBBA Executive Meeting	Date	July 15, 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 (Co-Director of Bands), Craig Baughn, Chris Lewis, Jane Sowden, Cathy Kramer, Aimee Christian		
Absent	Christina Knutson, Mike Long	Venue	Zoom call

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. (7:02pm)
2. **Roll Call**
3. **Minutes from June Executive Board Meeting - Approved**
4. **Band Director's Report, Updates and Upcoming Calendar**

- A. Latest status for fall semester - there will be no marching band due to 20 person per group rule and only two groups per activity allowed on campus at a time. Plan is to take a musical approach and do sectional type instruction. Will be open to entire band program not just marching band. Plan will be to have these during band camp weeks and after school. Will not be able to do every day for every student due to stipulations with COVID. Sessions will be held in the mornings and the evenings to stay away from the heat of the day. Plan to work on fundamentals and stand tunes, also some choir type music with sections. All of these will be voluntary. There will not be any fees for band camp. There is no need to get physicals at this point. Families will have to fill out COVID form each day for each student and take a temperature. Students will need to wear masks and will be placed 6 feet apart. Most bands in Fulton County plan on doing similar things with slight variations. There are ideas in the works for marching band in the spring if COVID restrictions lighten up. Budget decisions will have to be made in what we need vs what we don't.
- B. Registration count for Marching Band and Classroom Band
- C. Marching Band - camp; clinics; show; props; drill; leadership & drum majors – this year's show potentially will move to next year.
- D. Classroom Band – not sure yet how this will work. Smallest class is 41 and largest class is 80. No idea yet if same COVID stipulations will be in place for classroom situation. Numbers are changing daily with kids going to school vs virtual classes.
- E. Improvements
 - i. Path for Bandwagon - no updates. Meeting with AD Ben Sutter didn't happen.
 - ii. Cameras -Chris get with Mr. Moon after the meeting to keep working on this.
 - iii. Lights outside band room - portable lights have been purchased and will talk to Dr Shaw about something more permanent.

Roswell High School Band Booster Association

MEETING AGENDA & MINUTES

5. Officer Reports

A. President

- i. Band Aid and Payment Plan applications – available online (website) to apply.
- i. Build to Thrive – had another meeting. Walked through design and approach, how to operate long term, clarification of strategy, talked about tweaks in bylaws (changing name of VP of Ways and Means), reduce fundraising events to 1 to 2 per year and focus more on corporate sponsorships, how to get more donors and communicate with them. Create metrics: How to measure ourselves vs our goals. Keep all fundraising music oriented with less events. Help put Roswell Band “on the map” with these changes. It will be a process especially with COVID.
- ii. Capital expenditures - 2 drum major stands, 2 heavy carts, 2 headsets, and 2 portable lights for unloading and on the field have been purchased.
- iii. Information Storage (Dropbox) – status – improve file management – Aimee and Christina working on this.

B. Vice-President (Logistics Updates)

- i. Banquet – will be off campus at local church, everything is on schedule, there may be changes due to increase in COVID and there will be a decision made by Friday. The plan is still to have it but it may look different.
- ii. Props – no updates
- iii. Trailer – update on the build out; decals, driver and tractor - decals have been finalized, date for install is coming and hoping before “band camp”. Drivers – no bookings but will keep up our relationships.
- iv. Car Trailer – cleaned graffiti off old trailer touchdown club has expressed interest in purchasing it in the past. But we need to keep it for props. Car trailer can be used for winter guard too.

C. VP, Support Services (Volunteer Updates)

- i. Thermometers – 2 touchless thermometers have been purchased and are ready to be used for band camp and other events
- ii. Recruitment of parent volunteers - will need 2 at each music session during “band camp” for temp taking and helping with heat issues and cleaning, cannot provide water to kids with COVID regulations. They must bring their own water to the sessions. Will buy bottled water for those who show up without their water bottles.
- iii. Shirts – 15 volunteer polo shirts in random sizes have been ordered. Will send an invoice when the order is delivered to Jane’s house. Hand out to freshman parent volunteers. The order of 15 shirts is under budget so can order more later if needed

D. Treasurer

- ii. Financial Reports – books are closed. Not sure where we go forward financially with all the COVID changes to the program. Will keep all of our money for now (until December) to see if we can do marching band show in the spring. Will have a budget meeting soon and then will know more on how to move forward.
- iii. Payments dues – no updates
- iv. End of Fiscal Year is June 30 – Audit

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

- i. Concessions Team – Fulton County schools nutrition – there will be no concession stand this year

Roswell High School Band Booster Association
MEETING AGENDA & MINUTES

- F. Secretary – no report
- G. Director of Communications – no report
 - i. Media Team
- 6. Committee Reports**
 - A. Business Sponsorships and Grants – We have info from the Touchdown Club to sell ads on the scoreboard still waiting to hear if there will be football.
- 7. Old Business – Executive Board please fill out position responsibilities for Mr Moon by the next meeting.**
- 8. New Business**
- 9. Adjournment – Michael D. (8:28 pm)**

Next RHSBBA Executive Board Meeting: Wed 8/12/20

Next General Membership Meeting: Wed 8/19/20 – this may change

