

Roswell High School Band Booster Association

MEETING AGENDA & MINUTES

Meeting	RHSBBA Executive Meeting	Date	October 12, 2021
Type of meeting	Status, Review & Discussion	Time	7:00 pm US ET
Attendees	Greg Freeman (meeting co-chair), Jane Sowden (meeting co-chair), Josh Roberts and John Renfroe (Director and Assistant Director of Bands), Craig Baughn, Tom Brown, Christina Knutson, Karen Beadles, DaySha Gibson, Stuart Dougherty, Aimee Reichman Christian		
Absent		Venue	RHS Band Room

AGENDA

Meeting Objective: Executive Board meeting, open for general membership (all parents and students) to attend.

1. **Call to Order** 7:06pm Greg Freeman
2. **Roll Call**
3. **Minutes from September EB Meeting**
 - a. Approved and posted online
4. **Band Director's Report, Updates and Upcoming Calendar**
 - a. Past week's events – The concert went really well, Friday's game was a challenge, but the parade on Saturday was great and there was a huge turnout.
 - b. First competition Saturday – We are super excited for our first competition. The band performs at 4pm and we have a jam-packed itinerary. Boosters will provide Chick-Fil-A biscuits before loading. We are still trying to work out pre-ordered meals with the hosting school. If that is not an option, we'll have to stop for food on the way. The kids will get concessions for dinner.
 - c. Upcoming Veterans Day concert – We are working with American Legion to send out our concert info out to Veterans. Tickets will be needed for reserved seating because of the number of possible attendees. As soon as we have ticket info it will be sent out. We will need volunteers to usher the concert and check people in. We have an idea for a sign-in book for Veterans to use to recognize them during breaks in the concert. Tom suggests we talk to ROTC to bring in uniformed kids to volunteer. We'll need decorations and flowers for the auditorium. Would like to do a light reception with refreshments and drinks. Jane, Karen, Aimee, and DaySha volunteered to help with planning.
 - d. Next weekend – We have the Milton game on Friday and a second competition in Rome on Saturday. We don't have the schedule yet but we will be performing in the afternoon.
 - e. Senior Night/Middle School Night was a success. The directors thanked everyone for helping out and making it successful.

Roswell High School Band Booster Association

MEETING AGENDA & MINUTES

- f. All State – 11 kids registered for All State
- g. Trip – The band trip was scheduled for February to not interfere with LGPE, IDL, and Winter guard schedules. We are going through Super Holiday Tours and they'll handle the payments. The chaperone price will be lower than participant, but we won't know the final amounts for everyone until we know how many are going. The parade will be first thing Saturday morning.

5. Officer Reports

a. Presidents

- i. Nominating committee – We need to form a nominating committee and seek new board members as there are a number of parents rolling off in December. Board members who will be staying on next year should let the presidents know. There is a formal nominating process in the Bylaws but a lot of it is word of mouth so we should start reaching out to parents as we can. We have a lot of good Freshman parent volunteers this year that may be willing to join. DaySha suggests we pull a list of volunteers to talk to and Stuart will work on that. Greg said we also need to look at getting a lead chaperone for next year since he'll be leaving. He also wants to pull the parents who chaperone frequently and pull them together for a First Aid/CPR class.

b. VP, Logistics

- i. Trailer arrangements and increasing costs – All away games are assigned to drivers. As the season has unfolded the costs are rising, especially for competitions. Greg states that we did anticipate that the competitions would cost more due to the distance so it should be fine. Tom asked for specifics on what may be needed for the Indoor Drumline season. The driver advertisement can be removed from the Stinger.
- ii. Status of school ramp to stadium and lighting – Several board members have emailed Dr. Shaw to ask about the ramp that was supposed to be put in as part of the construction with no success. Still trying to get lighting as well. Brainstorming ideas to call more attention to the issues.
- iii. Other ramps – Tom and Craig are working on a way to put in a better ramp in front of the band room for getting instruments out instead of the piece of plywood. They also plan to look for lighter, more easily used ramps for the trailer. If found, we can sell the existing ones.

c. VP, Support Services

- i. Volunteers are good for now; Stuart is looking at what may be needed for next year.
- ii. Concessions:
 - 1. Middle school night went well but next year would be great if we send the kids to concessions in smaller groups instead of all at once so we are not overwhelmed and the kids don't have to wait so long.
 - 2. Jennifer suggests we bring in a second person to help manage concessions next year to learn the ropes and provide continuity.
 - 3. Discussion about what to do with leftover concessions.

Roswell High School Band Booster Association

MEETING AGENDA & MINUTES

d. Treasurer

- i. Status report – The student accounts committee audited and cleaned out the student dues list and we're now down to \$13,000 owed. We will evaluate scholarships for the kids who need them.
- ii. Financials - If you need financials details for your area, contact Aimee.
- iii. Position replacement - still looking for a replacement treasurer to transition for next year.

e. VP, Fundraising

- i. ExtravaBANDza – We need to make sure RHS administration is good with the plans. We need to determine insurance liability for the flag football – we will likely need participants to sign a waiver. We discussed a communication plan, including Save the Date.
- ii. MARCH – Will begin planning after ExtravaBANDza, Tom offered to help.
- iii. Corporate sponsorships – Brainstorming on how to get more Corporate sponsorships. Greg will work with DaySha on getting kids involved to call possible sponsors.

f. Secretary – No updates

g. Director of Communications

- i. Website and email updates
 1. Email address access update – still working it.
 2. Need to use .com instead of .org for the website on all communications.
 3. Would like to update any online forms during the slow season.
- ii. Spirit wear – The Browns are working on additional spirit wear from a different site – will communicate to Karen and Aimee.
- iii. Photo and video management – Josh Knutson absent and provided updates to the Presidents separately.
- iv. Senior banner – Need to get someone to do a Senior photo for the banner – will check with Josh Knutson.
- v. Upcoming calendar dates for November and December rehearsals etc.
- vi. Need flyer for ExtravaBANDza to advertise at middle schools FB, RHS PTA FB, RHS alumni Facebook page, our FB page, local supermarkets bulletin boards. Karen will send DaySha the old flyer and she will rework.
- vii. Directors working on band handbook and marching band contract updates for next year. Need to look at updating volunteer handbook as well.

6. Old Business

7. New Business

8. Adjournment 8:40pm Greg Freeman

Next RHSBBA Meeting: Tuesday, November 9, 2021 – Online via Zoom