

Colgan High School Band Boosters
Executive Board Agenda
April 10, 2018

1. Call to Order/Welcome

- a. Call to order at 6:45pm

2. Introductions

3. Old Business

- a. Emailed Mr. Magee about a date for the reception – waiting on a date.
- b. Bilaw updates – they need to get board approval and then general approval.
 - i. Suggested to change bilaws to say that VP role will be the chair of the Colgan Classic Competition.
 - ii. The CFPA position will be a parent with a student in the band program.
 - iii. Motion seconded by George - all voting members voted yes. Bilaws will be passed.
- c. Charms – we have to use it this year.
 - i. Not going to work for us for fundraising (because it wants school accounts) but we need to use it for everything else.
 - a. Need to get someone to step up to set up fundraisers for the Disney Trip.
 - ii. They raised the price on charms this year slightly (Costs \$395 this year).
 - iii. Last year was transition year, this year we have to go to it.
 - iv. We won't use it for volunteers either – keep using sign up genius.
 - v. Uniform numbers, forms, who has turned in forms, emails to parents/students.
 - vi. 46% of people open the emails from band boosters.
 - vii. Need to get together one day and learn how to use it all.
- d. Competition Update
 - i. Colgan Classic is going really well.
 - a. Martina and Holly will do welcome committee.
 - b. Pit Crew and Logistics and Field Crew need to be filled
 - c. Need a concessions counter sales person.
 - d. Date is Oct 6 is still tentative.
 - e. Will be later in the day because it is an SAT day.
 - f. We need a lot of things to be handled with Mr. Magee and the school.
- e. Indoor drum line finals this Saturday at South County – go and cheer our team on.

4. Secretary

- a. Collected forms from last night's meeting and will sort and build a spreadsheet.

5. Director's Notes

- a. No report to provide

6. Treasurer's Report (Melanie)

- a. Band Camp, Spirit Wear, Color Guard, Melanie needs within the next three weeks what they think the needs are for the upcoming year.
- b. Band Awards and gifts – we need to know if we are ordering things or if the school is – we need letter pins.
- c. Lori to work with Melanie on thank you's for volunteers.
- d. \$7,149.26 in savings account
- e. \$23,727.97 checking
 - i. Expecting needs are \$28,900 for the rest of the year.
 - ii. We need over \$5000 for the last two fundraisers.
 - iii. Let's us keep reserves and instruments for next year,

a. President's Notes

- a. No report to provide

b. Vice-President (George)

- a. We have someone that has stepped up to be VP (Voting position).
- b. We need to add VP of Fundraising open
- c. We need Pit Crew Coordinator and Concert Attire Coordinator and New Member and CFPA liaison are all open.

c. Fundraising (Sheryl)

- a. The Online Auction and Mattress Fundraiser are our big fundraisers in May.
- b. Doing well on auction items so far.
- c. Using BiddingOwl this year for this event.
- d. Photos from last year – We have the CD of the pics.

- i. We need a way to archive these photos.
 - ii. Consider adding a historian to our board.
 - iii. Need to find a storage solution for our pictures (cloud based).
- d. Public Affairs (Andy)**
 - a. No report to provide
- e. Uniforms- (Colleen/Sandra)**
 - a. All uniforms and hats are in closet in number order.
 - b. Things will get into charms
 - c. Sandra and Colleen will do a turn over.
 - d. Do we want to spend the money to use the barcode system in Charms?
 - i. We need to figure out how we want to do this going forward to keep track of our inventory.
- f. Hospitality (Jenny)**
 - a. Spring concert dessert reception – date is May 23.
 - b. Awards ceremony provide appetizer/finger foods and desserts – still need a date on this.
- g. Volunteers (Lori)**
 - a. Need volunteers for receptions – food donations.
- h. Band Camp (Martina)**
 - a. No report to provide.
- i. New Member- (Megan)**
 - a. No report to provide
- j. Color Guard (Holly)**
 - a. Nick is new Color Guard Coordinator
 - b. Holly is waiting on info on costumes for next year.
 - c. Auditions will be in the evening in May so that will be better for parents.
 - d. Is one extra parent enough for color guard – yes we think so. Too many parents is distracting.
 - e. We need to etch the flagpoles and make sure we know what student has which items.
 - f. Need to create a contract for color guard so that students know what the requirement/expectations are for equipment.
 - g. Do we want to charge \$25 equipment fee for color guard to help with wear and tear on the equipment?
- k. Pit Crew (Justin)**
 - a. No report to provide
- l. CFPA Liaison (Kathy)**
 - a. Their last meeting was same date as Disney meeting, so she did not go to the meeting.
 - b. Group is very theater-centric
 - c. Next meeting may be tomorrow – Kathy will check.
 - d. Many parents didn't know about the banquet – kids did most of the work. Just wasn't well advertised. It was a good turnout for the groups that knew about it.
 - e. Can we set up a CFPA field trip to the Manassas Symphony on May 12th? Lori will look into it.
- m. Spirit Wear (Ellen)**
 - a. New ideas for next year
 - i. Possibility to add an item or two next year
 - 1. Sherpa pullover (fuzzy) with logo. Would be \$45 cost – suggested retail is \$50.
 - b. Is it time for a new logo? We need to get it ok'd my Mr. Magee. Just a suggestion.
 - c. Can show us an insulated cup.
 - d. Can do a mom shirt. Can we do a Dad Shirt? Can we do a "Future Pride of Colgan" shirt.
 - e. Show Shirts – will this be part of the uniform package or not?
 - i. Laurel would like them to be given to all students as part of their payment.
 - 1. Will be discussed – We need to figure out a good shirt that is gender neutral.
- n. Concert Attire (Robin)**
 - a. Ordered 5 bowties for the remainder of the season – should be here next week
 - b. Make up a form to hand out a week or so before the concert reminding everyone when the jackets are due back for students that rented them.

- c. Need to use fabric marker and mark all LOANER bowties so that people know they are to borrow only.

- o. Band Camp Coordinator (Martina)**

- a. No report to provide

- p. Stadium Director (Katie)**

- a. No report to provide

7. New Business

- a. Need to vote on the budget next month.
- b. If you need anything for your area talk to Melanie about requirements for next year.
- c. Guessing on 130 kids for band next year.
- d. Reach out to Walmart/Sams for donations online.

Meeting adjourned at 8:25pm.