

**Colgan High School Band Boosters
Executive Board Agenda
September 12, 2017**

1. Call to Order/Welcome

- a. Meeting called to order at 6:32pm
- b. Approve minutes – approved by all.

2. Introductions

3. Old Business

- a. No old business to discuss

4. Secretary

- a. Not all band cards submitted. Will collect them and update the folders.

5. Director's Notes

- a. Band is great. All Classes sound great.
- b. Need to review with kid's procedures for away games, as many have never been away before.
- c. OP coming to our school this week
- d. Show on Saturday – rehearse on stage Friday and in stadium Saturday morning.
- e. Weather dependent they will practice outside tomorrow.
- f. Woodbridge show be sure to wear a hat – in the sun the entire time.
- g. Tag day – lots of volunteers, it was great.

6. Treasurer's Report (Melanie)

- a. Approved budget for last year. Members of board with voting rights please stay and sign off on the financials. This prevents the need for an annual audit every year.
- b. So far, we \$11,232,25 from Tag Day. We budgeted \$14,000 so we are a little behind.
- c. We have more things we need to buy for next year. We need to be careful with what we spend this year to make sure we have enough for next year.
- d. We did save money on lots of things which is great.
- e. Ellen is at 54% of her goal for the year with Spirit Wear.
- f. Will have more in dues this year if everyone pays. Need to get statements sent from Charms asap.
- g. We saved money on tax software since Melanie had it already.
- h. We spent \$157 of \$500 budget on marching band camp.
- i. We have \$800 for awards and things and we have spent \$99 so far.
- j. Need color guard expenditures.
- k. Need money for new instruments and repairs as well.
- l. Need money for more uniforms for next year with band growth.
- m. We have a little extra in uniform cost this year. We are only ordering for those that have paid so we don't lose money this year.

7. President's Notes-

- a.

8. Committee Reports

a. Vice-President (George) –

- i. No report.

b. Fundraising (Sheryl) -Not in attendance

- i. Tiny Tots – we need help
- ii. We need costumes – look to people after Halloween.
- iii. Looking for Disney princess, Incredibles, sponge bob, etc costumes.
- iv. Copies of flyers for teacher boxes ready, recopying them to go home.
- v. Need to identify day to do pictures again to do individual pictures. Possibly Friday before the game. Need to determine a day that works.
- vi. Possibly doing it Friday, Sept 22, keep kids after school and fed them dinner. Need to check with the photographer to see if he is available.
- vii. Made the 8th grade page on the webpage today. Flyer is ready to go out.
- viii. We made a google form for parents to fill in rather than waiting for the forms to come back.
- ix. Forms going out to Woodbridge, Penn, Porter and other feeder schools.
- x. Flyers and posters are at Benton this week and ready for BTSN on Thursday.

c. Public Affairs (Andy)

- i. Not in attendance

d. Uniforms- (Colleen)

- i. Dry Cleaning budget allows us to clean them two times the entire season.
- ii. Suggest we get them dry cleaned at least one other time, because after three wears the dirt is forming on the top collar.
- iii. When do we have time to clean them?
- iv. There are a handful of them with brown marks on the collar that need to be cleaned. Can we have a small budget to get those that need the additional cleaning done.

e. Hospitality (Jenny)

- i. We need to add another meal day Sept 22
- ii. We are going to do Chick Fil A for the next game. Kids that don't eat can just pack their own meal.
- iii. We need a head count of kids to order meals for.
- iv. Sandwiches and Tea from chick fil a. We have chips and water. We will buy salad and dessert as well.

f. Volunteers (Lori)

- i. Everything is out for things coming up.
- ii. Changes please submit a week ahead to get volunteers.
- iii. Thankfully we have more parents volunteering than openings.
- iv. We can send it via email as well as FB so that parents that are not on FB can know.

g. Band Camp (Martina)

- i. Possibly buy another tent and wagon now for next year.

h. New Member- (Megan)

- i. 8th grade night coming up.
- ii. We need to remember the lessons learned from last year to make this go smoother than last year.
- iii. Parents must come in and check their student out. Need to figure out a better way of dismissal.
- iv. Looking for paper bracelets to identify if kids are with parents or being dropped off.
- v. Set volunteers just to help keep track of the 8th graders. They are not helping with anything else that night.
- vi. Give parents a hand out that night about the marching band for the upcoming year. We will get their email address as well to be able to reach out sooner.
- vii. Need to set the spring meeting for parents now to put on the form.
- viii. Expecting at least the same amount if not more this year than last.

i. Color Guard (Holly)

- i. Winter Guard – can we use floor and where will practices be?
- ii. Try outs are before football season.
- iii. Need a better place for the girls to change because the floor is bleached, and it can damage the costumes. If it becomes an issue we will find a new place.

j. Pit Crew (Justin)

- i. Mark brought the trailer over on tag day. It looks awesome.
- ii. Test run was done and loaded everything into it.
- iii. We will use the trailers for all of the instruments for all away games.
- iv. Mark can't commit to every away game to tow that trailer. We can get another parent that can tow for those that Mark can't do.
- v. Lighting will be run inside soon.
- vi. It will be wrapped after Woodbridge show.
- vii. Do we need 8 for pit crew for competitions or more?
- viii. 10 would be best if we can get them. We need them for set up more so then to pack it into the trailer.
- ix. We will do the first one and see how it goes and alter from there.

k. CFPA Liaison (Kathy)

- i. CFPA Meetings will start soon, will contact Kathy to begin attending.
- ii. There is a CFPA Boosters club – need to get more information regarding this.

l. Spirit Wear (Ellen)

- i. Second online store in August \$449 profit.
- ii. Show shirts we sold initial 100, and then we ordered another 30 – we have 12 left.
- iii. Profit about \$400 from show shirts.
- iv. Winter knit beanies, we have less than 10 so suggesting we order more. Maybe order another 50 of them.
- v. Shirt art is suggesting we do scarf and glove combo to match the hats. Not sure they will be big seller.

- vi. We just opened our third online store. Getting orders already. Will close next Friday with delivery by Oct 6 game.
- vii. Letter jacket sales – we sold 8 at BTSN, we make 10% profit on all of the jackets.
- viii. We can order directly from shirt art.
- ix. We should go to game and fall sport banquets, senior night, homecoming to try to sell more.
- x. Had great help at BTSN. Thank you for all of the help.
- m. Concert Attire (Robin)**
 - i. Order placed for first order of band dresses and tuxes
 - ii. Going to return the dresses from the sizing dresses that we don't need
 - iii. \$3,669.03 is what we paid to the dress company.
 - iv. One girl paying tomorrow so we will be charged later for this dress.
 - v. All of the tux orders will be here in about 10 days.
 - vi. The dresses we are exchanges will be here in about 10 days. All other dresses will be 3-5 weeks.
 - vii. Wind Symphony is taken care of to get in the first order.
 - viii. Other bands will come within 3-5 weeks.
 - ix. Still not sure who needs final things.
 - x. Need to turn in receipts for dry cleaning for some of the tux jackets.
 - xi. Created spreadsheet to track all orders and items that we have for the upcoming year.
- n. Band Camp Coordinator (Martina)**
- o. Stadium Director (Katie)**
 - i. Need more volunteers to help in the stadium
 - ii. Will be away during the away game on the 22nd.
 - iii. Too many students in that area – may think to move them down and shift the parents. Will observe the next game and make adjustments if necessary.
 - iv. Melanie and her husband will help when necessary.

9. New Business

- a. Nov 3 is senior night
- b. We need to set up what we want to do as a tradition to make it go forward.
- c. We have asked about banners for the senior band students.
- d. What do other schools do? Some do banners for seniors, some do a sash that says Senior for the last game. Some get pins, some get cords.
- e. Sashes are \$15 each. Kids can wear at the game and then the very last concert of the year.
- f. If we reuse them then it can be cost effective.
- g. Maybe do a flower only and then they get called out at the last game.
- h. Waiting to see what the school does for the Seniors and then we will decide.
- i. Priced out shelving for uniform room. To do shelves on both walls for 8 ft. each will be \$433. We may need to wait until next year to purchase.
- j. Disney trip Fall 2018.
 - i. Looking at Veterans Day week before or after that week.
 - ii. Also looking at football schedule to make sure it isn't senior night.
 - iii. Would drive overnight. First day go to magic kingdom and then do the night parade. Next day go to Epcot and do workshop with Disney musicians. Next day go to other park and then color guard does workshop. Then last day you leave when park ends and drive home overnight.
 - iv. In the past it was around \$800 per student.

Meeting adjourned at 7:53pm.