

**Colgan High School Band Boosters**  
**Executive Board Agenda**  
**August 8, 2017**

1. **Call to Order/Welcome**
  - a. Meeting called to order at 2:01pm
  - b. Approve minutes – approved by all.
2. **Introductions**
3. **Old Business**
  - a. Fraternal Order of Police
  - b. \$12,000 to get us a trailer, wrap and shelves inside.
  - c. Going to look at Patriot HS trailer to get ideas.
  - d. No issue to get wrapped in one month.
  - e. Hoping to have for first competition.
4. **Secretary**
  - a. Membership forms – what is retention policy
    - i. No policy – we will scan in and shred originals.
5. **Director's Notes**
  - a. **Band camp week**
    - i. Good weather, things are coming along.
    - ii. Good sound so far...working with kids on footwork and memorization
    - iii. Much bigger this year. 101 students from 64.
    - iv. Game Day – Food Security.
      1. Dr. Healy said that whatever we normally do for food for the band, we should do. We need to feed the band kids.
    - v. VBODA
      1. Discussed making this weekend a travel weekend.
      2. It is going to be about \$300 per kid this year to do Busch Gardens.
      3. What are parent thoughts?
        - a. Maybe plan a trip to Disney for next year and maybe do something special for seniors this spring.
        - b. Mr. Magee will talk to student leaders about it.
        - c. VBODA will be local. Waiting on location.
6. **Treasurer's Report**
  - a. **Melanie report**
    - i. \$28,747.38 in account
    - ii. \$14,000 in dues still to collect.
    - iii. Slips as reminder on Friday AM
    - iv. Ordered everything that has been requested – waiting on two items, one for Laurel and one for flags (superior band supply).
    - v. Only a few families have made arrangements to pay dues on payment plan.
    - vi. Trying to get uniform order forms from some students that haven't submitted them. Will make one more order, so students will have to submit asap.
    - vii. Went through list of students that we were not sure of status in marching band. Confirmed those that are and will reach out and get information regarding uniform.
    - viii. Will hand out uniform packs on Thursday to those that have paid or made arrangements to pay.
    - ix. Next year we will make them pay deposit and any other item payment before we order.
7. **President's Notes-**
  - a. CHARMS
  - b. Working on getting it all set up/email.
  - c. Cristy is going to send things to EB to see what works and doesn't work.
  - d. Send Cristy feedback.
8. **Committee Reports**
  - a. **Vice-President (George) - NA**
  - b. **Fundraising (Sheryl)**
    - i. Clarification from Mr. Huckstein
    - ii. Only those over \$15K donations needs approval
    - iii. Poster with all of our dates for concerts.

- iv. Confirmation from Mr.Huckstein he has our form we can move forward with our fundraising.
  - v. Sponsorship letter on webpage
  - vi. Tag Day – envelope stuffing on Friday night at Cristy’s house.
    - 1. Envelope will have form and a receipt. Forms have no date to reuse next year.
- c. Public Affairs (VACANT)**
- d. Uniforms- (Colleen)**
- i. Still only have six people to help – need more to help on Thursday.
  - ii. We will set up an area beforehand to get everyone in quickly.
  - iii. Kids that can’t stay will have to be fitted another day.
  - iv. All kids measured for berets already and will be ordered this week.
  - v. Jacket with issue didn’t get sent back in time – jacket will be out of commission this year or document it to be adjusted another time. Mr. Magee will take it to company to repair.
  - vi. Need approval to order bag because of high shipping cost – Mr. Magee will ask if rep can bring when he is in town.
  - vii. Second uniform order – what date to set for order?
    - 1. Need to order this week to get them in time for freshman orientation.
    - 2. Would like two of each size to keep as loaners for students that forget them.
    - 3. Gloves – ordered 84 – 64 need gloves.
    - 4. We were going to appoint a student to help with uniforms.
      - a. Suggested Alex to help.
    - 5. Concert attire dresses will be ordered today.
    - 6. Tuxedo jackets in closet that need to be cleaned. Not sure if they are chorus or orchestra jackets.
    - 7. Still many jackets are out with students that were never returned.
    - 8. Form is missing ability to buy just a jacket – will add.
    - 9. In the future, we will make students buy their own tuxedos. Bought 200 jackets.
    - 10. Robin Spencer has agreed to be concert attire chair.
    - 11. Concert attire fitting days are Wed and Thurs first week of school.
    - 12. Same as last year – only order new if you have grown. \$25 to rent jacket.
- e. Hospitality (Brenda)**
- i. Soft Ice Cream booked for Friday of band camp.
  - ii. Kids can pick from snow cone or ice cream – set menu.
  - iii. Everyone gets one – families are included.
  - iv. Most items are \$1 and \$2.
  - v. Should be here from 5:00-6:30pm.
  - vi. Food
    - 1. Tried to find out about food trucks and tailgating. Athletic Boosters and PTSO didn’t provide any info.
    - 2. We will continue to feed kids the way we have before.
    - 3. Check into the All-American steakhouse to be a sponsor.
- f. Volunteers (Lori)**
- i. Not here. Sent in report to Cristy.
  - ii. Working on volunteers for fall
  - iii. Need Tag Day volunteers
- g. New Member- (Megan) -NA**
- h. Color Guard (Holly) - NA**
- i. Pit Crew (Kyle)**
- i. Some people have emailed him about being in crew.
- j. CFPA Liaison (VACANT)**
- k. Spirit Wear (Ellen)**
- i. Received check for \$678 from shirt art for spring jackets
  - ii. Store open now to Aug 20
  - iii. Fall letter jacket sale at BTSN on Sept 5
  - iv. Tomorrow night is fall sports meeting – Ellen is going to have jackets and hand out forms saying we will be at BTSN for parents.

- v. May be able to set up a table at football games.
- vi. Selling hats and magnets on Thursday
- vii. Setting up table at parent performance.
  - 1. Shirts are \$10.85 cost
  - 2. Ellen wants to sell for \$15 each.

**I. Band Camp Coordinator (Martina)**

- i. We got \$50 gift card to get wagon and tent from Dicks.
- ii. Everything else was covered with donations.
- iii. Everything is in the closet – snacks and waters.

**9. New Business**

- a. Are we buying lockable storage cabinet for uniform room?
  - i. Get Melanie info to get it ordered.

**Meeting adjourned at 3:10pm.**