

**Colgan High School Band Boosters**  
**Executive Board Agenda**  
**October 8, 2019**

- 1. Call to Order/Welcome**
  - a. Call to order at 6:34pm
- 2. Introductions**
  - a. None
- 3. Old Business**
  - a. None
- 4. Secretary (Amiee Gold)**
  - a. Ice Skating Night - Dec 14
    - i. Reserved for December 14 – Melanie sent in contract and deposit check
- 5. Director's Notes (Mr. Magee)**
  - a. Not in attendance – no report
- 6. Treasurer's Report (Melanie Dorchester)**
  - a. Tag Day as of today \$13,735, we should beat last year's amount.
  - b. Colgan Classic – waiting on concessions, custodial, show shirts and five bands to pay us, but so far we have made \$13,600 profit – being conservative so far until final numbers are in.
    - i. \$1100 profit from satellite concession stands (we supplied the items for this one and not the athletic boosters)
  - c. Still have a few kid's dues to collect. Need to mail the letters to parent's vs sending with students so that they get them. A few that haven't paid anything and haven't made arrangements.
  - d. Amount in checking account as of today \$53,392 (still waiting on expenses for Colgan classic to remove from this amount).
    - i. Still need to do ice skating night, tiny tots, arts festival and other fundraisers to hit our goal of \$3000 for all other events.
    - ii. Goal of \$500 profit from jackets and bags.
- 7. Board Reports**
  - a. President's Notes (Cristy Johnson)**
    - a. Date updates on calendar from the last meeting
      - i. Nov 12 marching band awards
      - ii. Tuesday Nov 19 is All County auditions at Stonewall
    - b. Gabby has offered to do the thrift store fundraiser for us – Lynette will work with her to set that up.
  - b. Vice-President (Megan Leone)**
    - a. Lots of positions to fill for next year with a lot of graduating senior parents.
      - i. Working to see who is interested in keeping their roles next year and what underclassman parents want to step up.
  - c. VP of Fundraising (Lynette Wilcox)**
    - a. Cup Fundraiser – Cristian Cobb is not able to do it. Lynette will get info from Cristy and set it up for this year.
      - i. Need to get approval from Mr. Huckstein to sell a plain Colgan cup vs just a Marching Band cup.
    - b. Picture fundraiser, Tiny Tots and Arts Festival planned for the year
    - c. Working on restaurant fundraisers (Chipotle, frostie moose, Armettas, chick fil a, Ihop)
    - d. Sue had suggestions for new fundraiser
      - i. Popcorn fundraiser at local vendor on Hedgewood (corner of Minnieville and PW parkway)– she will look into the information and head up fundraiser.
  - d. Public Affairs (Jon Fowler)**
    - a. Not in attendance – no report
  - e. Uniforms (Sandra Thiedeman)**
    - a. Not in attendance – no report
  - f. Hospitality (Zinnia Narvaez)**
    - a. Not in attendance –
      - i. Need to know what Mr. Magee wants for the banquet food
        1. Pot Luck is the theme and we need more food this year than last year as we ran out of most items.
        2. We will do a sign-up genius for parents to sign up to bring food.
      - ii. Plan B for senior night if it rains like it did last year is the Band Banquet.
        1. Anything that was set for the senior night would be moved to the banquet if needed.

- g. Volunteers (Ann Fowler)**
  - a. Not in attendance – no report
- h. New Member (Michelle Walden)**
  - a. Not in attendance –
    - i. 39 8<sup>th</sup> graders in attendance – good turn-out.
- i. Color Guard (Martina Honea)**
  - a. No report
- j. Pit Crew (Kathy and Jim Blanks)**
  - a. Not in attendance - no report
- k. CFPA Liaison (Chalee Riccardi)**
  - a. Did not attend the meeting
  - b. No information on their webpage – has not been updated
- l. Tag Day Coordinator (Chalee Riccardi)**
  - a. No report
- m. Spirit Wear (Sue Bass)**
  - a. Sales continue to role in
    - i. We keep getting new orders.
    - ii. Vendor will give us additional delivery dates this fall
    - iii. Orders are in and ready to be given out. Sue will get them to students before the game on Friday.
    - iv. \$844.75 check from our store so far.
    - v. \$500 cash to give to Melanie tonight to cover things that we had on hand and have sold.
    - vi. Show shirts next year – perhaps go through the vendor vs shirt art. Sue will work with them and design our own shirt and have it available on our store.
    - vii. Sue will compare pricing for the change in show shirts next year to see if it will be profitable to do it that way.
- n. Letterman Jackets/Bags (Kim Bonifera)**
  - a. Sold 4 jackets and 4 bags so far
  - b. Lots of interest in both via email.
  - c. We will be selling them at the letter ceremony (10/21)
  - d. We will be selling them at the holiday craft fair (11/16)
  - e. Look to get a table at winter sports night (11/19)
- o. Concert Attire (VACANT – NEED SOMEONE TO FILL)**
  - a. \$1300 due from students.
- p. Band Camp Coordinator (Martina Honea)**
  - a. No report
- q. Stadium Director (Amy Posti)**
  - a. Not in attendance – no report
- r. Senior Coordinator (Zinnia Narvaez and Amiee Gold)**
  - a. Amiee reported on the following:
  - b. Senior Banners – arrived before Colgan Classic. We hung them up by the stadium.
    - i. Flyers created for parents of seniors to order them at the end of the season. Will be sent to parents this week to order.
  - c. Senior Medals – ordered for 27 seniors – arriving on 10/9 and will be given out at Senior Night.
  - d. Flyer going out to senior parents this week for Senior Night dinner before game.
  - e. Requesting pictures from senior parents of each senior when they were younger for the video

## 8. New Business

- a. Martina – suggestion
  - i. Can we charge a fee for students that are just in concert bands and not in marching bands (\$30)
    - a. All of marching band fundraising covers those kids that are not in the marching band for things that they benefit from (senior awards, paper products).
- b. How do we collect fees from students that don't pay?
  - i. We work with families that are not able to handle the fee for marching band in many ways.
  - ii. We need those families that are able to pay to make their payments.
  - iii. It takes too much time to keep chasing these people that won't pay.
- c. Christian – Winter Guard – Colgan wants to host a Winter Guard team this year.
  - i. Budget based on 15 students participating.
  - ii. The items below are the budget that Christian is proposing for the first year. This was submitted to Melanie and below was the discussion about it. Some items require additional information from Christian.
    - a. Flags - \$ We need price on these flags (students will keep these flags)

- b. Hotel rooms (2-night stay) for AIA Championships (7 rooms) - \$ 1225 or \$1400 depending
    - a. The price seems very low for this based on others who have stayed near this area. This was for a best western hotel that Christian looked up.
    - b. Christian was asked to go back out and research other hotels as well for this event to ensure that we have enough budgeted for this.
    - c. Need to do field trip paperwork with the school
  - c. Carpooling – need to know if our insurance will cover if they are covering items.
  - d. Floor \$1000
    - a. Where are we going to store the floor? Christian needs to provide more info on this.
  - e. South County HS \$800 Flags
  - f. Another set of flags would be about \$1000
  - g. Uniforms we are reusing uniforms from the fall (\$165 per uniform)
    - a. If a new student participates – we will have to have them try on uniforms from girls that did fall guard and are not doing winter guard to see if they can fit into one.
    - b. Or we would ask Holly to create a new one.
      - i. Is she able to make more uniforms if they are needed? Christian needs to find this information out by talking to Holly.
    - c. Keeping uniforms – students will not keep they are owned by the band boosters.
  - h. Membership Fee (\$375) Atlantic Indoor Association – covers all in the group.
  - i. Lanyards - \$50 per person (we need two) for the two “coaches” to go with the group and all other parent volunteers would get bracelets (free) to get in with them.
  - j. Competition fee \$75 per show (we would be going to four)
    - a. One competition may conflict with assessments for wind symphony. (Concert Band and Symphonic Band usually don’t conflict). If it does, Christian would have to adjust performance for those that are affected by this.
    - b. Christian was asked to see if there are other competitions that they could go to, to avoid this weekend if too many missed.
    - c. All competitions are in Feb and Mar
      - i. Feb 8 Patriot HS
      - ii. Feb 15 Mt. Vernon HS
      - iii. Feb 29 Forest Park HS
      - iv. March 7 Potomac HS
      - v. AIA Championships March 28 in Hampton VA (\$200 fee for this event)
  - k. \$2900 fee for instructors (how is it being broken down by all of the instructors).
    - a. Christian was asked to provide a breakdown of this to ensure that all were properly compensated for their hard work.
  - l. We need to determine how much to charge each student for their fee.
    - a. Suggested that each student pay \$400 each to cover all expenses and add in a buffer
    - b. \$6450 budget - \$1000 from boosters
    - c. New program – building in the buffer this year to cover things and be sure that everything can be covered.
  - m. Required rehearsals would be two nights per week (possibly tues/wed) from 4:30-8:30pm and then Saturday would be competition.
    - a. Christian was told that Wednesdays would be an issue for wind symphony students in Jan/Feb because of master classes. He may have to figure out a different schedule.
  - n. Night before competition would have two-hour practice.
  - o. Not going to be able to do fundraisers this fall/winter since it is new. Suggest that we do plan one for next year or do one late spring/summer and put money towards next year.
    - a. Christian suggested hosting clinics for students interested in guard for a fundraiser.
  - p. Same jackets as fall color guard for all girls so only new girls would have to order them. Not required but most will have them.
  - q. Try outs – last week of October. Ideal number in guard is 20, but no limit required by AIA.
  - r. Five Levels – Christian will likely enter them into a lower level to start and they could get moved up at least two levels throughout the season.
- d. Jazz Band – Mr. Mills has a \$1000 budget from Boosters
    - i. He had 120 kids audition for Jazz Band
    - ii. He wants to take on more kids this year.
      - a. Jazz Band Logo – use ours but make it more Jazzy
      - b. Mr. Mills would like to charge each student a small fee for Jazz Band for t-shirt and other small costs that he can’t cover with the \$1000 budget.

- c. Do more music
- d. Stand-alone concerts –
- e. Mr. Mills is considering having more than one band and smaller ensembles
- f. Guest artist (Greg Thomas) to work with the kids a few times per year.
- g. Wants a set of Jazz Drums and hardware
- h. Visual elements for the performances.
- i. Wants jazz band at different events so they may need transportation.
- j. Melanie has meeting on Friday with Mr. Mills to get more information about some of these things.

**Meeting adjourned at 8:28pm.**