**Call to Order**

The meeting of the J.R. Tucker High School Band and Orchestra Boosters Board and General Membership was called to order by President Colleen Bohlman at 6:30pm.

Board/Committee Reports were presented in the following order:

**Secretary’s Report** – Patrice Elliott

* A call to approve the minutes of the last meeting held September 11, 2017, noting the below correction to the minutes, was made:
* Ways and Means Report: September 9th – Papa John’s booth at RIR earned us $180 and not $432
  + Motion to approve was made by Patrick Maloney and seconded by Terry Moore. Minutes were approved noting the correction
* Meeting Attendees:

|  |  |  |
| --- | --- | --- |
| Colleen Bohlman | Angie Moore | Frank Sampson |
| Patrice Elliott | Terry Moore | Andrew Sunberg |
| Dionne Harris | Rupali Pendse |  |
| Patrick Maloney | Tomomi Rubin |  |

**President’s Report** – Colleen Bohlman

* Senior Night
  + Friday, October 27, 2017 – same night as Homecoming Night
    - Students eat at 4pm and then change
    - Uniforms at 4:30pm (volunteers need to show up by then)
    - Staging at 5pm
    - Parade starts at 5:30pm (a couple of chaperones needed to walk with them)
    - Pit-crew needed at 6:15pm
    - Students will perform pre-game show
    - Seniors will meet on field for medals
    - Recommend that Seniors wear Blue plumes (there are 9 seniors)
    - Options for color guard include wearing a sequin sash (there are 3 seniors: Jada, Christy, and Tess). Mrs. Sampson will think of something. Several color guard will be returning next year
    - Parents line up on track at 40 yard line and walk to 50 yard line; lineup is at mid field gate
  + Medals have been ordered and are being picked up on Wednesday, October 25, 2017. Mr. Sampson will review them on Thursday.
  + Parents/Seniors were asked to complete bio form. All have been completed and submitted.
  + Announcements and logistics on the field are being coordinated with Chris Brown, Athletic Director.
* IB and ACA Open houses
  + Need parent and student volunteers
  + IB Open House – November 2, 2017 (7pm)
    - Setup 6:45 and runs until around 8:15pm
    - IB staff encourages us to have students, a visible display and information particularly about how IB students can make Band/Marching Band work with their schedules.
    - Tables will be setup
    - Terry Moore has a cardboard display that can be used
    - Mr. Sampson has flyers
    - Colleen Bohlman will be there (parent)
    - Jewel Elliott will be there (IB student)
    - Colleen will try to encourage her son, Glen Bohlman (IB student), to be there
    - We can promote early bird band and discuss how taking Health & PE online or over the summer to increase the potential for students being able to fit band into course schedules
  + ACA Open House – November 8, 2017 (7pm)
    - A shared table has been reserved in the Quad near the auditorium outside for prior to their open house.
    - Setup before 6:30 and stay until their program starts at 7.
  + Language Immersion Open House – Novem9, 2017 (7pm)
    - We were asked to leave flyers on a table
  + Volunteer Chair (Dionne Harris) was asked to create a volunteer sign-up list for students in Charms
* What can Boosters do to support recruiting in the zoned feeder schools?
  + 8th grade night was not a success – no 8th graders that signed up showed up; only a current student showed up
  + Invite middle schools to Christmas concert
  + Invite middle schools to “Free For All”
  + Perform at the middle schools
  + Continue to have the Band Director speak to the middle school students at All County Band performance
* November Boosters Meeting
  + December 20, 2017 (Thanksgiving week)
* December Boosters Meeting
  + December 11, 2017 (week of Winter Gala)
  + It wasn’t conducive for us to hold the meeting on the same night as Winter Gala due to event being shared with Choral students and parents.

**Treasurer’s Report** – Tomomi Rubin

* 2016-17 Audit
  + Completed and submitted to HCPS.
  + Thank you to the committee: Sue Manley, Deval Padyha, Sarah Schlussel
* Financial Report
  + Treasurer’s Report (reviewed via overhead monitor)
    - Checking: $4098.66
    - Savings: $3239.70
  + Category Report (reviewed via overhead monitor)
* $519.13 needed to remain budget neutral
* Free For All netted $507.25 (we’ll need to work more over the summer on Business Sponsorships)
* Band & Orchestra Booster Donation Form – a suggestion was made to hand out this form at the Winter Gala. No parent donations have been received from Orchestra parents.

**Band Director’s Report** – Frank Sampson

* Marching band end-of-season items
  + 1 more week left in Marching Band
    - 3 performances and last game at Glen Allen
  + We will host All County Orchestra and All County Band this year
    - Middle School/High School
    - All County Band, January 11th – 13th
    - All County Orchestra, January 17th – 18th
    - Fully contained in one building

1. Directors Reception area
2. Library Reference Area
3. Volunteers
4. Breakout Areas
5. Snack bar

* Veterans Day assembly
  + Friday, November 10, 2017
  + Reception for veterans at 9:45am in Library Reference Room
  + Assembly at 10:30am in gymnasium
  + Mr. Sampson will forward details for information to be sent out via Charms
* Winter Gala
  + Wednesday, December 13, 2017, 7pm
  + Last Wednesday before Winter break
* Christmas Parade
  + Saturday, December 2, 2017
  + Combined J.R. Tucker High School and Hermitage High School bands
  + Practice with Hermitage H.S. will be the Friday before the parade (December 1, 2017)
  + We have 70 uniforms
  + All concert band students will be requested to participate in the parade
* Senior Regional Orchestra

**Ways and Means Report** – Terry Moore

* Still seeking committee members to help plan/execute fundraisers
* Very successful fundraising so far!
* What’s next?
  + Leaf Raking
    - Need to confirm a date in December.
    - Tentative date: December 9, 2017 (discussed)
    - Crews of 8 – 4 houses per group
    - Allow appointments from 8am – noon (provide volunteers with lunch)
    - Volunteer Chair (Dionne Harris) will draft flyer
    - Need increased participation in number of students
    - Mr. Sampson wants student sign up by the end of next week
  + Band Photos
    - Need to decide on a vendor:
      1. traditional vendor (e.g., Strawbridge Studios) which already builds in a fundraising component into their photo costs
      2. private vendor (e.g., Crystal Lett, used last year) which would require a markup on package costs in order to generate a fundraising profit.
      3. Mrs. Sampson would like to approve the poses to ensure the students are handling/holding the instruments appropriately in the photos
* Drama Boosters approached us about joining forces on their RMC Events fundraising. Similar to Papa John’s – volunteers are paid $7.50 per hour.
* Other suggestions discussed included:
  + planning a band banquet
  + allowing students to buy their own formal uniforms (e.g., gowns and suits); current formals are cleaned in-house
  + developing a group t-shirt for performance arts for orchestra, band, and chorus (and maybe drama)

**Uniforms Report** – Leslie Glatt *(absent)*

* Concert uniforms cleaned and ready to go
* Assignments are under way
* Need help during AE (3:15pm - 4pm) between now and November 11, 2017
* Volunteer Chair (Dionne Harris) requested to setup volunteer spots from October 26, 2017 to November 10, 2017

**Free For All Report** – Leslie Glatt *(absent)*

* A debrief meeting will be held prior to the next Boosters meeting.

**Equipment and Logistics Report** – Andrew Sundberg

* Long Term trailer plans discussed
* Need to decide whether to keep trailer or sell it and rent trailer for future needs
  + Existing Trailer
    - $150 in repairs required to repack the tires/fix the bearings (safety concern)
    - Hospitality Chair, Angie Moore, will check with her contacts to see if her husband can find someone to do the repairs for free
    - Recurring costs includes $50 registration and possibly costs for property taxes and insurance
    - Trailer is never big enough, we always need two
    - Sell trailer and get maybe $500-$600 for it
  + Rent Trailer
    - Cost to order a magnetic sign that can be placed on the side of the trailer to advertise J.R. Tucker Marching Band
    - $60 to rent for away games
    - 3 away games this season at a total cost of $180 this year
  + Buy New Trailer
    - New would likely cost about $5000
    - Should last a lifetime as long as it is maintained

**Hospitality Report –** Angie Moore

* We have 2 more Tiger Tailgates to go! Salad and chicken will be provided this week and next week will be pizza and salad, UNLESS there are any parents who would like to volunteer for preparing a meal.
* “Dessert"(ex.  cookies/brownies/rice krispy treats) will be added to the sign up for volunteers by the Volunteer Chair (Dionne Harris) for the next 2 Fridays.
* If you would like to help with providing a dinner or part of the dinner, please let Angie know- her cell is [804-387-2427](about:blank) and email [asmoore@henrico.k12.va.us](mailto:asmoore@henrico.k12.va.us).

**Volunteers/Chaperones Report** – Dionne Harris

* No Report

**Communications Report**– Sue Manley *(absent)*

* No Report

**Travel Report** – Sue Manley *(absent)*

* Will assist with coordination once HCPS has approved Mr. Sampson’s trip plans to NY

**Spirit Wear** – Karin Castillo *(absent)*

* No Report

**Scholarship Report** – Rupali Pendse

* No Report

**Marching Band Picnic** – Leslie Glatt *(absent)*, Dionne Harris, Tomomi Rubin

* Saturday, November 4, 2017,

Café 3

12pm – 2pm

* Mr. Sampson will be needed to disarm and arm security
  + Last game is on Friday, November 3, 2017
  + Practice will be once that week with a shortened practice on Thursday
  + Mr. Sampson asked parents to entertain having the picnic on Thursday but due to it getting dark early now, it will be too dark and cold in the evening
* Café reserved for setup and cleanup from 11:30am – 2:30pm. We are responsible for cleanup since we will not have a custodian

General discussion involving the following opportunities was shared:

* November 19, 2017 – Free concert at VCU at the Commonplace; registrants/performers participate from 2pm- 7pm
* December 3, 2017 – Free concert at the Richmond Symphony Youth Winter Concert at Altria Theatre at 7pm (registration fee for orchestra performers/participants)

The meeting of the J.R. Tucker High School Band and Orchestra Boosters Board and General Membership adjourned at 8:05pm.