



J.R. Tucker High School Band and Orchestra Boosters
March 15, 2022 Meeting Minutes

Meeting Start Time: 7:00 PM

Meeting End Time: 8:00 PM

Attendance: Austin Frank, Christy Allen, Jen Dubois, Leslie VanHimbergen, Suzanne Jenkins, Wende Hughson, Heather Mahmoud, Mary Foster, Mendy Meeks, Susan Murphy, Marlene Sherlock

Approval of Meeting Minutes for the February 8, 2022 meeting.

President's Report

Reminder of upcoming Volunteer opportunity. We need food items for the All County Orchestra. Coffee pods, packaged snacks, finger foods. The link to the Sign Up Genius will be posted on the website.

Treasurer's Report

Beginning balance: \$7546.43

Income: \$31.87 from Amazon Smile

Expenses: Pre-assessment Director stipends, SCC annual fee (to maintain non-profit status), Assessment fees (band and orchestra) . Total was \$699.75.

Ending balance was \$6878.55

Expected upcoming expenses:

- Trailer personal tax – June
- Liability – May
- Dry Cleaning – Leslie will call and see when it is due

A request for a quote for uniform cleaning has been submitted to Puritan. ROTC uses them for their uniforms. Will reach out to Mr. Raymond to see which cleaners other groups use.



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Audit

Andrew Foster, Mendy Meeks, Suzanne Jenkins, and Heather Mahmoud participated in the 2020-2021 audit. There was not much to review as there wasn't much activity due to covid. The audit requires 3 volunteers and 1 officer who does not sign checks.

In the Spring/Summer, we will need to do an audit for the 2021-2022 fiscal year. Probably will be done in July.

Spirit Night

Thanks to Suzanne Jenkins for her hard work on the Chick Fil A Spirit Night. Students played their instruments outside to help get more people to participate. We raised \$343.56.

We have an upcoming Spirit Night on 3/24 at Blaze Pizza. You must show the flyer (either on your phone or printed out) in order to get credit. You also need to RSVP.

We would like to do more Summer Spirit Nights. Mexican restaurant would be a good option. This is an easy way for us to raise money. Want to help schedule it? Reach out to Lelise or Suzanne.

Flower Sale

Leslie will meet with Melody to talk about options for a Flower Sale. The plan is to sell Bostern Ferns, Geraniums, Begonias. The sale would be held in April. Want to help? Reach out to Leslie.

Secretary's Report – Heather Mahmoud

Proposed By-Laws Changes

A required review of the by-laws was performed and the following changes were proposed:

- Page 1: Added "Orchestra"
- Page 3:
 - Section 2: Remove "Free For All" and "Travel" from committees
 - Section 3: Remove "purchase"
 - Section 4: Replace "create" with "maintain" and remove reference to newsletter
 - Section 5: Remove "Free For All"
 - Section 6: Add Tiger Tailgates
 - Section 7: Remove
 - Section 10: Remove
- Page 4:



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- Section 6: Add a paragraph break
- Section 3: Add a paragraph break and replace “made” with “may”

We will vote on these changes at the next meeting

Other Business

Booster and Officer Recruitment

Jen and Meg have been working on recruitment. They manned a table at the February 10th concert to bring awareness to the boosters program and will continue outreach.

We need to have a person in charge of Fundraising this year. There has been a lot done this year to make it easier to fundraise next year, but more volunteers would make it easier to share the work.

For next year, we would really like to have an email and contact information for parents to communicate with them about volunteer opportunities.

For specialty center kids, we could reach out to middle school directors to get parent information for upcoming freshman.

It would also be helpful to have a New Parents guide/handbook so that freshman parents know what to expect.

All County Orchestra

We will be hosting the All County Orchestra. There will be a Sign Up Genius for snack donations.

Miscellaneous

- Saturday Assessment at Glen Allen High School. Parents are welcome to attend.
- Band Uniforms: It is expensive to upkeep them. We may not need to clean every uniform if they were not issued to a student that year.
- Closet is finally organized (mostly). We just need a couple more sessions to complete it.
- Band camp information is up to date on the website.



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- Jen mentioned a possible group social function: Richmond Symphony performing Star Wars. If enough are interested, we could get a group rate.
- Discussed whether next Booster meeting should be in person or remain virtual. A hybrid meeting option was proposed.
- Will need someone to tow the trailer for year after next. A freshman or sophomore parent is needed for this. Should be a parent, some experience with towing, and a vehicle capable of towing the trailer.
- Senior scholarships: Electronic copy is on the website. It was also handed out to all seniors in class. It is due on April 29th. In May, a team will review them. Will present the scholarship on Senior Awards Day.
- Wende Hughson has agreed to help design the trophy display case. We will hang the band banners above the trophy case.
- End of year celebration: We will have it in the commons. It will be a pot luck. Mr. Frank will let us know the date.

Next meeting: April 12, 2022. It will be in person and virtual.