**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 6:40pm.

Board/Committee Reports were presented in the following order:

**Secretary’s Report** – Patrice Elliott

* Minutes of the last meeting on November 20, 2017 were approved. Motion to approve was made by Phung Blevins and seconded by Leslie Glatt.
* The December 2017 meeting was cancelled.
* Meeting Attendees:

|  |  |
| --- | --- |
| Colleen Bohlman | Terry Moore |
| Phung Blevins | Rupali Pendse |
| Patrice Elliott | Tomomi Rubin |
| Leslie Glatt | Frank Sampson |
| Angie Moore | Andrew Sundberg |

**President’s Report** – Colleen Bohlman

* Recruiting: 1st Annual Spaghetti Dinner & Open House for 8th graders (2/5/2018, 6:30-8pm)
  + Flyer produced and google form created for RSVP
    - Email sent to directors 1/16/18
    - Flyers delivered by Phung Blevins to schools. Thanks Phung!
    - Patrice Elliott shared that Fairfield Middle School’s Band Director received the communication and shared it. Her 8th grade son is attending the dinner
  + Mr. Raymond is donating the spaghetti, salad, and bread
    - Please be sure to thank Mr. Raymond when you see him!
    - Highland Spring Technical Center is preparing the food
    - Rupali Pendse recommended using chafing dishes
    - Dinner need to be heated and kept warm
  + Dinner will be in Café 3
  + Need Parent volunteers for Q&A session
  + Beverages and desserts to be donated by parents
    - Phung Blevins and Andrew Sunberg indicated that they had water
    - Terry Moore asked to be informed if there is a need for more water
  + Colleen would like a point person for the dinner (e.g., put out tables)
    - Andrew Sundberg agreed to run point (i.e., be point of contact) on the night of the dinner and has knowledge of the kitchen
    - Phung Blevins volunteered to coordinate logistics with Mr. Sampson
      * Confirm head count
      * Organize program with Colleen Bohlman/Mr. Sampson
      * Mr. Sampson will work on the format/agenda
      * Families are welcome
      * Play end of season band video
      * Include student Q&A
    - Rupali Pendse volunteered to be there
    - Terry Moore volunteered to be there
    - Dionne Harris can post volunteer request through Charms
      * to bring desserts
      * to capture head count (RSVP for headcount is due by Monday)
* Volunteers: Boosters in need of point persons to organize the following events
  + All County Orchestra (Hospitality and Concessions) 3/21-22
  + All County Band (Hospitality and Concessions) 3/23-24
    - * 3/21: Nothing
      * 3/22: Lunch, Concessions 1-4pm
      * 3/23: Lunch, Concessions 1-4pm
      * 3/24: Lunch, Concessions 1-4pm
    - Hospitality planning is done
    - Dionne Harris has setup volunteer sign-up in Charms for volunteers and donations
      * 1 adult volunteer
      * 1-3 student volunteers
      * Tomomi Rubin can volunteer for 3/22 and 3/23
      * Ms. Bernard donated $50 towards hospitality/concessions
    - Rupali Pendse agreed to purchase the items needed and can run the popcorn machine and get supplies for the popcorn concession
    - Terry Moore will ask Mr. Raymond if we can use the popcorn machine
    - Mr. Sampson will ask students what they would like donated for concessions
    - Concessions will be in the lobby
  + Music Showcases
    - Hosted at Tucker – great financial opportunity for Boosters
      * Estimated revenue $2000
      * $3.75 per student to run
      * 800-1200 students
      * $175 to judges
      * 10-12 people for stage crew, announcers, help at table, count tickets; students can help with setup
    - Dates 4/27-28, 5/5, 5/11
    - Mr. Sampson will not be here on the 28th
    - Need a point person for planning/implementing
      * Leslie Glatt volunteered to run the showcases
      * Leslie Glatt/Terry Moore collected a list of the volunteer and their availabilities at the meeting
      * Colleen Bohlman recommends we add a committee position for this
  + Concerts
    - Nothing is being sold at the concerts

**Treasurer’s Report** – Tomomi Rubin

* Financial Report
  + Treasurer’s Report
    - Checking: $4235.47
    - Savings: $2739.78
* Discussion/Action Items noted:
  + Guard scholarship was paid
  + Stipend for Marching Band assistant, Mr. Shoop, was paid
  + Awaiting photo for picture frame purchased for business sponsor
  + Budget Changes
    - Motion to approve changes to budget made by Andrew Sunberg. Motion was seconded by Terry Moore. Changes approved.

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

* All-County Band and Orchestra (March)
* All-State Band
  + Two students were selected for All-State
* Orchestra (JMU)
* Upcoming Concerts
  + March 15th, 16th, 17th (Band: one of the days)
  + March 7th, 8th (Orchestra)

**Ways and Means Report** – Terry Moore

* Photos
  + Terry will talk with the photographer
* Winter Fundraiser
  + During a pre-meeting, Terry got ideas of what the Boosters could sell as a fundraiser (including pizzas)
  + Mr. Sampson will ask students for some ideas of what they would want to sell through the Boosters

**Uniforms Report** – Leslie Glatt

* Plans are underway to pick up uniform surplus to discard this week and next week
  + Top row of closet
  + Remove from zippered bags
  + Keep one uniform to archive
    - Use shadowboxes for display
* Colleen Bohlman has wardrobe boxes that she can donate for Leslie’s use
* Andrew Sunberg asked if the cleaners has a place where they can store uniforms in a climate controlled environment over the summer
* Leslie is waiting to determine when dry cleaning will occur. It will likely be after the photos.

**Free For All Report** – Leslie Glatt

* Debrief meeting was held prior to this boosters meeting.
  + Outstanding action item included follow-up with Andrew Sunberg on concessions and obtaining his feedback and details on quantities donated, quantities leftover, pricing etc.

**Equipment and Logistics Report** – Andrew Sundberg

* Mike Moore will evaluate the trailer tire (wheel) packing on 2/3/2018
* Andrew asked about the trailer(s) in the bus loop
  + Move to shed?
  + Sell? Rent?
  + Keep? Given cost of $1500/a piece to replace
    - Limited storage exists
    - Mr. Sampson will take a look at the trailers

**Hospitality Report –** Angie Moore

* Committee is planning the Hospitality for All County
  + Angie Moore, Chair, will not be able to be present during the day
  + Mr. Sampson indicated that we can get some of the Directors or students to help

**Volunteers/Chaperones Report** – Dionne Harris *(absent)*

* No Report

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

* No Report

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

* No Report

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

* No Report
* Dionne Harris designed the chaperone t-shirts

**Scholarship Report** – Rupali Pendse

* No Report

The meeting of the J.R. Tucker High School Band and Orchestra Boosters Board and General Membership adjourned at 7:45pm.