**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.