

MINUTES – SEMINOLE HIGH SCHOOL BAND PARENT ASSOCIATION BOARD MEETING

December 15, 2009

ATTENDING:	P.L. Malcolm	Band Director
	Andrea Newhouse	Band Director
	Cherie Heckford	President
	Scott Smith	Vice President
	Michele Wawoe	Treasurer – Student Accounts
	Marcie Jones	Treasurer – Accounts Payable
	Kiera Guarino	Treasurer – Accounts Receivable
	David Darby	Secretary
	Kathy Galvin	London Trip Committee Chair
	Elizabeth Darcy	9 th Grade Rep.
	Joe Darcy	
	Suzie Moore	

Cherie Heckford opened the meeting at 6:30 p.m.

Directors Comments by Andrea Newhouse and P.L. Malcolm:

P. L. Malcolm expressed that he felt good about the concerts during the previous week. The students performed very well.

Mr. Malcolm and Ms. Newhouse have completed their 2010 and 2011 calendar.

The band is currently doing mall fundraisers. The events are producing about \$80 – \$100 per day. The table presentation has been refined. Spectators are being provided with candy canes and an attached piece of paper that includes contact information. Mr. Malcolm feels that this is a good way to promote the band. The students are doing the right things. These events provide exposure to our community about what we are doing. This can have a positive affect on getting future donations for the London Trip.

January 28th, 29th, and 30th:

The Seminole High School Band will be hosting the All-County Band this year.

January 30th:

A concert will be held on January 30th at 7:00 P.M.

Elizabeth Darcy, Marcie Jones and Michele Wawoe offered to volunteer for the All-County Band event.

January 14th:

- 1) A percussion sectional will be held for all three schools
- 2) A meeting for the London Trip will be held at 7:00 P.M.

Regarding the London Trip, the band needs to get organized. We need to make sure that all participating in the trip have their passports, as well as making copies of them for the trip coordinator. We also have to begin to nail down all of the loose ends.

November meeting minutes:

Scott motioned to accept the November 10th meeting minutes. Elizabeth Darcy seconded the motion, and all agreed.

Photo report: (Penny Fletcher)

As of the time of this writing, all photo orders are being filled to be given to the kids prior to their winter break. The approximate percentage of photos sales is 20% based on the number of freshmen through juniors. We are a bit disappointed that the sales figures were not higher but this is a new endeavor for us and we have identified some areas that could be changed should we do this in the future. We will have the photos available through this school year.

Photo Sales Breakdown

12	8x10 picture only	\$6.00	72.00
6	8x10 picture in frame	\$9.00	54.00
59	5x7 picture only	\$3.00	177.00
24	5x7 picture in frame	\$5.00	120.00
	Donation	\$1.00	1.00
	Postage	\$3.00	3.00
Total income			\$431.00

Due to the cost of the frames having gone up since the beginning of the project, all moneys for the frames will go to supplies. We actually did not charge enough to compensate for the cost of the frames. Profit from this project will be based on the photos only. When the pricing of the photos was decided, it was agreed that fifty percent would be for the photos and fifty percent would go to the BPA. As such, I took the number of 8x10 photos @ \$6 and the number of 5x7 photos @ \$3 and divided it in half. The \$1 donation was applied to the BPA and the \$3 for postage was given towards the cost of the photos. All expenses were handled by Dave Brendle. As such, reimbursement will be made to Dave directly.

Profit to BPA is **\$179.50**.

Money owed to Dave Brendle for the printing, frames and postage is **\$251.50**.

Web report: (Kevin Fletcher)

There haven't been many changes to the web site this month - other than normal updates.

I did add a little "thingy" to the right side of the Home page that has a rotating set of links giving people the opportunity to go directly to special places within the web site (i.e. Letterman Jackets, Spirit Wear, Cookbooks, etc). Hopefully this will allow visitors to find things easier.

I upgraded the iContact email account to allow us to send 6,000 e-mails a month (was 3,000). I sent an email to the board earlier this month with the details and new costs.

I have been working on the London pages recently and plan to have that on the web site by early next week (maybe sooner). I hope everyone likes the content.

As always – if you have ANY suggestions – please pass them my way. I'm always open to new ideas.

Kevin Fletcher

Financial report: (Marcie Jones, Kiera Guarino, and Michele Wawoe)

Marcie Jones asked what will be required of her for filing 2009 taxes. Cherie Heckford said that she would assist her when the time comes and that one of the officers would actually sign the form.

Financial reports were handed out to meeting attendees for review.

Kiera Guarino motioned to accept the Financial Report. David Darby seconded the motion and all agreed.

Fundraising report:

- It was noted that over \$400 was collected for trees this year.
- Personalized window decals are being sold for \$10.00 / each. Profit will be \$5.00 / each.

Mr. Malcolm asked if the band will at some point channel the snow cone funds towards the London Trip. Discussion arose but moved to other topics and was not discussed any further during this meeting.

Communicating events and information to parents:

The topic of communicating information to parents arose, which led to a round table discussion.

Several ideas were discussed:

- We need to find another voice, other than the teachers, to promote the band to the students.
 - Kathy Galvin offered to speak to the students about the cookbook fundraiser and other fundraisers that will benefit the band.
- Mr. Malcolm asked if it would be feasible to hire a secretary/PR person for the band.
 - There was discussion about this, but no opinions were voiced.
- The idea of the phone tree was mentioned.
- Cherie also mentioned that the band has a very useful phone system that can be utilized.

No real decisions were reached.

Band Banquet:

Date: 5/28/2010

The tentative date is 5/28 for the band banquet. May 28th is the Friday before Memorial Day.

Location: Sanford Civic Center (tentative)

Penny Fletcher is checking on a church hall. If the church is not available, then the band will revert back to the Sanford Civic Center.

Caterer:

Giovanni's is the choice for the caterer.

London Trip fundraisers:

There are two fundraisers on the 28th and 29th.

We do not have enough volunteers for the Amway Contract.

The gold party produced \$425. We plan to have another one.

Cookbooks:

\$3,792.00 was collected for 237 cookbooks that were sold as of 12/15/09.

\$34.00 was collected in the form of donations.

\$3,826.00 is the total that has been collected as of 12/15/09.

\$4,979.00 is due in the form of a payment by 1/5/2010.

The final payment is due for 312 cookbooks on 2/28/2010.

All in all, the cookbook fundraiser is going well. There is a growing demand for them.

Journey Thru Jazz:

Date: 2/16/2010

Location: SHS auditorium (date is secured)

Music: The music has been selected

Robert Wawoe will handle the personnel

Scott Smith will handle the logistics

Scott expressed the need for someone to handle the admissions (money) for the event. Elizabeth Darcy and Joe Darcy volunteered to handle this responsibility.

Scott shared his vision of creating a Market Place setting for the event. This is a great opportunity to promote the band to the band parents.

1/5/2010 - A meeting will be held to discuss further details for Journey Thru Jazz. The meeting will be held at Michele Wawoe's house.

Nominations for next years board:

It is time to make nominations for next years band board. Cherie Heckford has volunteered for the nomination committee.

Elizabeth Darcy motioned to adjourn the meeting. P.L. Malcolm seconded and all agreed.