



SHS BPA BOARD MINUTES – September 8, 2015

Call to Order: The meeting was called to order by President Jen Polk at 6:33 pm. Jen introduced Meygomi a visiting Japanese university student. She is studying civil engineering and is visiting with the Polk's because she was Ryan's home stay family when he went on the Jazz trip to Japan two years ago. Jen asked the board members present to introduce themselves because we had a new parent – Nelly Coleman – attend the meeting. Amanda Mrozek attended the meeting for the first time and introduced herself as well.

Director's Report: PL Malcolm, Andrea Newhouse

- We are getting close to Progress Report time. Last week was Bye week and this week is off because it is at Spruce Creek and there are no visitor bleachers. The first two songs are ready to roll. Our next game is a home game and it is Middle School Night. There is no school on the 14th. October is going to be a very busy month. 5 games, 2 Saturday events.
- This Thursday night – Alive After 5 – there will be a pep rally at 6 pm in downtown Sanford.
- Middle School Night – will probably start at 5:15 pm. Report time will be earlier for band students. Events staff will need to figure out where to feed the students in case of rain.
- All State Auditions are taking place at Deltona HS on Saturday 19th. Times have been posted and Ms Newhouse will post them immediately for the students. Our band students start around 10:30 am.
- We have 215 band students at this time. We have 72 Freshmen (82 of the students are Hopoewaw's). Much higher numbers than we were expecting for the school year. It is going very well.

General Business: Jen Polk

- Minutes from the August 2015 board meeting were emailed and available on the BPA website for review. No corrections were submitted, therefore the August 2015 Minutes are approved.

Treasurer's report: Jill McAuley – As of August 31, 2015: The Trip Account has \$27,186.48. The BPA Account has \$64,521.47. Jill handed out a detailed statement of income and expenses from July 1st – present day. The tax accountant has begun working on the tax return and it will be completed on time.

Committee Reports:

- Chaperones/volunteers (Richard Carr) – not present.

Attendees:

- President, Jen Polk
- VP Finance, Lee Katker
- Accts. Payable, Jill McAuley
- Student Accounts, Julie Stevens
- Secretary, Susan Sleboda
- Director, PL Malcolm
- Director, Andrea Newhouse
- Band Camp, Kari Kriechbaum
- Continuity, Jodie Shadron
- Fundraising, Christine Broeker
- Fundraising, Amanda Mrozek
- Band Bandquet, Sallie Clark
- Nelly Coleman, parent

➤ Fundraising (Christine Broeker)

- a. Snowcones – Nelly Coleman and Amanda Mrozek both expressed an interest in helping out with snowcone sales after school on week days. Lee Katker was going to reach out to Cindie Marino to see if she would help train Nelly and Amanda. The snowcone sales bring in great profits for the band program.
- b. We will be having the Christmas Tree Sales again this year. The rep from the company will come out and talk to the students. Christine will get the new docs and send them to Susan and Don to post on the website and to send an eblast. Presales will probably start in early October with a date in late November for tree pickup. She will set up a table at the Veterans Day concert to sell trees (Nov 10th). We can add to the eblast for attendees to bring cash or checks so they can buy the trees and poinsettias.
- c. Chick Fil A Calendars are now for sale. Sallie Clark is working with Christine on that job. Pay first, then receive the calendar. We can sell them at Marching Festival. Sell for \$7 and the students will make \$3.50 in their student account for each calendar sold. Great way to earn money for trips or dues. Susan will send an eblast to the membership about ordering these calendars.
- d. Christine has worked on a donation letter. She has asked the board to review it and send back any suggestions, changes, etc. I have attached the draft letter to the email for the board to review. Please send all suggestions to Christine BY SATURDAY SEPT. 12TH at: christinebroeker@gmail.com
- e. Quarter Days: Lee Katker has once again mentioned that the Band NEEDS a Chairperson for the Quarter Days position. If anyone knows someone who would like to take over this position please get in touch with Lee so Lee can train them. This is a big weekend – we have two locations available – Sam’s Club on Rinehart and Walmart. There are two shifts each day at both locations. An eblast and remind 101 will go out to students to sign up.

➤ Events (Dynesia Cadman/Bob O’Brien) – not present. Bob sent a report and Jen read it into the record, Dynesia sent a report and Susan read into the record.

- a. Bob has been holding committee chair meetings for the Marching Festival. He has reached out to Richard Carr to start organizing volunteers for the event. He has taken inventory of the items we have in Room 17. The planning for the Marching Festival is going well. There will be another Committee Chair meeting next Wednesday September 16th at 6:30 PM. Possibly at Friendly Confines. Bob will send out an email with details. There is still some issue regarding who will be videotaping the event. Bob is waiting to hear back from the contact at Full Sail University. Christine Broeker mentioned that she will reach out to the Audio/Visual Dept at SSC to see if there is a student(s) there who would like to take it on as a school project. Jodie mentioned that she has a contact that can make the DVD copies for us at an incredibly low price to increase our profits.
- b. Dynesia sent an email detailing that she posted to the google drive a spreadsheet with tabs that show sponsors and donations. She will reach out to the student communications team regarding posting of the flyer as well as getting in touch with Sanford365, The Current, Sanford Herald, City of Sanford Community Calendar, Lake Mary Life and Channel 13 and WESH 2 News.
- c. She also created a couple of documents that she wanted the Board to review and send suggestions or changes to her.

- i. Draft letter to give to local businesses who are donating to the event (tax id info)
- ii. Draft Marching Festival flyer
- iii. Spreadsheet of items needed for event

I have attached the documents from Dyneshia to the board email for their review. Please get back to her by SATURDAY SEPT 12TH with suggestions. You can email Dyneshia at: dyneshiacadman@gmail.com

- d. Dyneshia mentioned Senior Night – she would like to reach out to past parents who have attended the event to find out any suggestions they have to make the event better each year. She volunteered last year and mentioned the fact that it was very warm in the cafeteria as well as the fact that the set up with not as good as it could have been. Also is it better to use the balloon arch or use tissue paper instead. More details will come soon on Middle School night as well.

➤ Continuity/Spirit Wear (Jodie Shadron)

Jodie and Lee are meeting this week to put together the final paperwork so all spirit wear can be posted online on the website. Jodie showed everyone the new sweatshirt. There was discussion about whether or not to have a black sweatshirt with orange lettering or the charcoal gray sweatshirt with orange lettering. Once the color is decided it will be offered online. They will also offer hoodies with the front pockets, decals. They will work with Don to have a permanent location on the website for spirit wear orders.

➤ Equipment (Matt Polk) – Matt said we will need water after Middle School Night. The Neeley family has offered to donate 100 cases of water to the band. We already picked up the first order of 25 cases. We need to give him a one week notice when we are ready to order the remaining cases of water. Matt will let Susan know when they are needed and she will place the order and arrange pick up and delivery of the water.

➤ Media Specialist (Gena Bukur) – Not present.

➤ Uniforms (Anita Malcolm) –

Uniforms are really starting to show wear and tear. Anita has been doing quite a few repairs lately. New Uniforms will be needed. We will keep basically the same design. After the end of this school year the design process and ordering process will begin. In two years we should have the new uniforms. The Millage tax has been so helpful and has brought in quite a bit of unexpected extra money for the band program allowing us to buy new instruments, etc.

➤ Student Communications Staff (Maddie O'Brien) – Maddie was not present but sent a report.

Maddie sent in the flyers she has been working on. Susan showed them to the board. She has mailed them to Bob O'Brien already and he has them. Dyneshia will work with Maddie on reaching out to community contacts to get out information about band events this year.

New Business:

Sallie Clark discussed the end of year Band Bandquet. She would like to find a parent who is interested in shadowing her so she can train them and someone can take over for next school year. Sallie is putting together the paperwork to hold the event at The Westin in Lake Mary. The cost will be \$30 per person. This is OUR cost and we will sell tickets for that amount. No profit coming back to the band. Seniors will be free. Family members and guests must buy tickets. The event is scheduled for Friday May 13th.

Sallie Clark is working on the Jazz Band Car Wash (to benefit their trip to New Orleans). The tentative plans are to take one bus. Stop at Florida State University. Take part in a workshop. Stay overnight in a hotel in the Panhandle area. Drive to New Orleans. Perform at a WWII Museum (for about a half hour). Go to Preservation Hall and have a private concert and interact with the musicians. Approx cost will be \$600 per student. Sallie Clark is working with Bart Cole on tickets. The car wash will be held on a Saturday this Fall at Gators.

Mr Malcolm arranged to have an online survey sent to the families about the choice of Rome or DC as a band trip in 2016/2017. They are still getting responses back and tabulating them. They are hoping to have it all done and a decision within the next week or two

Next Meeting Date and Location: October 13th at 6:30 pm in the SHS Band room.

Adjournment: Jen Polk at 7:45 pm