

**MINUTES – SEMINOLE HIGH SCHOOL  
BAND PARENT ASSOCIATION BOARD MEETING**

**6/11/13**

**ATTENDING:**

|                  |                            |
|------------------|----------------------------|
| P. L. Malcolm    | Band Director              |
| Mike Johansmeyer | President                  |
| Deborah Seaman   | 12 <sup>th</sup> Grade rep |
| Randy Seaman     | Photo Committee            |
| Jen Polk         | VP Finance                 |
| Jill McAuley     | Treasurer                  |
| Dawne Hube       | 12 <sup>th</sup> Grade rep |
| Heidi Solomon    | 11 <sup>th</sup> Grade rep |
| Tammy Cole       | Parent                     |
| Barton Cole      | VP                         |
| Tom Kaldor       | Parent                     |
| Marci AmRhein    | Parent                     |
| Tammy Easley     | Parent                     |
| Don Kratt        | 9 <sup>th</sup> Grade rep  |
| Chris Proudfoot  | Treasurer                  |
| Nicole Anderson  | Treasurer                  |

The meeting opened at 6:33 pm.

Mike Johansmeyer opened the meeting by welcoming everyone and making sure there was a quorum. The members present introduced themselves.

**Secretary's' Report**

Mike Johansmeyer read the minutes from the May meeting. The board voted on and approved the minutes.

## **Treasurer's Report**

Jen Polk said that as of April 30<sup>th</sup> the ending balance in the BPA account was \$22,766.33. As of today the balance was \$24,953.88. The trip account as of April 30<sup>th</sup> was \$42,445.48; as of today because of paying for the D.C. trip it was \$19,667.25. Mike said that fundraising will be very important as we begin the year since there are several purchases which need to be made. Jen said that the end of the year is June 30<sup>th</sup> and she is working to close the books but we should end up close to the amount we have now. She is going on vacation and would like everything into her by the 24<sup>th</sup>.

Mike asked Mr. Malcolm if he had any recommendations for an account to do the taxes and he recommended Steve Hartstocks.

Jen explained how the budget was formed and Mike called for a vote on approving the budget. Budget passed unanimously. Jen said the budget could be ratified at the meeting at the last day of band camp.

Mike said that he would like the members identified at the meetings and PL suggested colored notecards. Mike explained the new Google drive that has different forms and information and is open to all board members.

## **Procedures Manual**

Mike said that he has received five manuals from Photo, Equipment, Web, Secretary, and Quarter Days. Photo and Equipment are done so we are well on our way. Mike will be starting a President's notebook to give tip for the next board. He would like everyone to find someone to mentor for the next year.

## **Band Camp**

Heidi Solomon said that she has the food taken care of for band camp. She is in touch with Cathy Galvin for suggestions. Mike said the any volunteer must be a registered dividend and go through Matt Polk. Christine Dyer Smith is helping with food.

## **Registration Committee**

Bart said that the forms are being worked on. They are still working on the flow. Thursday, July 25<sup>th</sup> will be returning students and Friday, the 26<sup>th</sup> will be new students. He is looking to incorporate to leadership and they will be registered on Wednesday, the 24<sup>th</sup>. Medical forms are very important as is collecting money. Mike said that they are reaching out to incoming freshman to let them know about registration. Treasurers will be in a place by themselves so they can have privacy when taking in the money. Heidi suggested that parents come into the band room first and end in the lobby with the treasurers. Mr. Malcolm suggested that the crowd be controlled by admitting a limited amount of people into the auditorium for the meeting with Matt and then letting them out to the other stations and having the treasurers in the band room. He would like to use the orchestra room for the uniforms. Mike suggested another meeting on

the flow of registration. Mike explained how last year the treasures spent days importing data. Mr. Malcolm said that he has some ideas on that. Mike talked about *i* contact and said that may be used to import info.

## **Committee Reports**

### **Photo Committee**

Deborah Seaman reminded everyone that the photos are free on Shutterfly. Mr. Malcolm asked if we could put a written statement to that effect on the web page.

### **Fundraising Committee**

Dawne Hube said that she would like to sell the band mom t-shirts as a fundraiser at band camp with \$4.00 for band. Shirts will be \$20.00. Mr. Malcolm asked for someone to take charge of the band parent shirts and deciding on t-shirts or polos. Dawne is coming up with a flyer on upcoming events.

Mike said that he is still looking for someone to head up events.

### **Director's Report**

Mr. Malcolm thanked everyone for coming out and participating. He said that it is a great honor to work with the kids. He said that the D.C. trip was a great success. He said that the kids really enjoyed the monuments and playing at the WWII memorial. The wreath laying ceremony at the Tomb of the Unknown Soldier was very touching.

He said that it is very unusual to have a June meeting which means we are really motivated. He handed out a new band calendar. He said that the golf tournament is a great chance to raise money and we should concentrate our efforts on this event. Cooperate sponsors are really important to get started now. He suggested that the committees communicate with the web master to promote ideas and events. Ms. Newhouse is the best one to contact about communication. He asked that anyone with ideas or questions please go to the VPs and communicate with them. He mentioned snow-cones were cut because we did not participate, so we need programs in place. He said for the parents to keep their eyes on the big picture to make this year great and reach out to the students to help.

Deborah Seaman motioned to adjourn the meeting at 7:55 and Heidi Solomon seconded it.