

## SHS BPA MINUTES – October 10, 2017



**Call to Order:** Candice Vild called the meeting to order at 6:40pm.

**Director's Report:** PL Malcolm & Cheyne LaBonte

**tendeeds: UPDATE**

President, Candice Vild  
Secretary, Lisa West  
Accts. Payable, Jill  
McAuley  
Directors, PL Malcolm,  
Cheyne LaBonte  
Jen Polk  
Quarter Days, Tina Doria  
Media, Gena Bukar  
Snowcones, Candice Vild  
Chaperones, Sa'Kia  
Johnson  
Dy'Neshia Cadman  
Webmaster, Molly Bell  
Hospitality, Marla Wolski

**Past, Present & Future –**

We've had a couple of football games recently. That has been good for students and teachers. Students have been excited about having games again. We are excited to finish up the show and we are working on the 3<sup>rd</sup> song. We've lost several Thursday's recently so the show is being learned in bits and pieces. It's been helpful. Instrumentalists are down to the last 4 pages. Won't do it on the field this week at Oviedo but we will at Tuesday's game. From here until the end of October it's a mad dash. By the time we have next month's meeting marching season will be over. We're telling students to be prepared for exams due to Tuesday's game. Administration has sent out an email asking teachers to be kind to students due to Tuesday nights' game. We have a busy two weeks with games, marching band festival and MPA. We are mentally trying to prepare the students for a busy two weeks.

We are also going to next phase for the Veteran's Day concert. We will probably have play offs but won't have marching band practice after school. We will just play at the play off games. We're in communication with Bishop Moore about the 11/3 game. If Bishop Moore can accommodate the full band we'll go, if not, we'll send a pep band.

**General Business:** Candice Vild

Minutes from September 14, 2017 board meeting are approved as emailed. Motion to approve by G. Bukar. DyNeashia 2<sup>nd</sup>.

## **Old Business**

- SNAP Update: \$15,913. Participation is 47%. We need 30% more to get the 77% of the total monies donated. Seven days remain in the fundraising period.

## **Treasurer's report:** Jill McAuley

BPA account as of 9/30/17 has \$32,236.30; the trip account as of 9/30/17 has \$26,522.12.

Students: This years: \$26,715.71 (116 students). 52 students owe \$200, 48 students owe \$200-300 and 16 owe \$400 or more.

- Our copy bill increased more than double and this isn't a double month bill.
- The audit report has been returned. We were reviewed and there were no findings. We are following our by laws. The audit/review cost in the future will be \$600. Next year, we can do the audit/review and send to the. We have our taxes done every year. We give them access to the quick books and accounting records.
- Our taxes are being completed now. Mr. Malcolm complimented our accounting team for their diligent work.
- Jill asked about the FSU game bus. We currently have a bus for 56 people.
- Chik Fil A - should we order for Tuesday night's game? We will order for Tuesday's game.
- We sent out a survey for the trip. 96 students yes. 39 chaperones. 4 no's. The survey is open until midnight Thursday. The directors reminded students to complete the survey and will remind them again on Thursday. Jill will be mailing a check for the trip.

## **Committee Reports:**

- Operations* (Kevin) – Please take a yellow form home tonight and distribute to area businesses. The deadline is the 17<sup>th</sup> to advertise in the program. Candice will send out a list of those businesses that have already received the yellow form. If everyone can distribute 4-5 forms. The signup genius for volunteers will go out tonight via email blast and FB. Molly will send out a copy of the sign up genius to the Dazzlers (Beverly and Judy) so they can also volunteer. Molly will send out an equipment list for tents and coolers. We are still a few items short. Molly will follow up with Beverly and Judy regarding the logo so we can start getting it out in front of everyone. Candice asked if the sound system could be fixed in time for MPA. Mr. Malcolm will look into having it fixed in time.
- Chaperones/Volunteers* (Sa'Kia) – Overall the same parents are reliable every week. The same parents volunteer every week. Tuesday's game might be difficult to staff with volunteers. We'll be sending out an email in the next few days ahead of schedule. Sa'Kia currently has last years list of volunteer needs for marching band festival. We need our equipment crew (6-8); we need 2 people per bus and then we need those same people to assist with food. Departure time TBD.
- Fundraising* (Dy'Neshia) – Christmas trees, poinsettias and wreaths. Emails will go out soon to those who ordered last year. Information will need to go out via email blast, FB and website. Lisa needs to get information from Dy'Neshia about sales.
- Chipotle/Sanford spirit night scheduled Wednesday, November 15<sup>th</sup>, 5:00pm-9:00pm would be better. 50% of the sales goes to band. Dy'Neshia will look into additional dates each month as a fundraiser. We will have flyers to hand out or have it on your phone. Sa'Kia suggested that we

check with Tijuana Flats. Dy'Neshia is working on sponsorship as well.

- Events* (Kim) – Balloon arches: we need 4 people to blow up balloons and 2 to put the arch together.
- Equipment* (Brian) – When volunteers sign up to volunteer he needs chaperones to actually work. Sa'Kia has now assigned a bathroom person. We have several people who walk through with the band who are not working and who are not paying to get in. If they have a lanyard on then they can go in with the band and volunteers. Sa'Kia has assigned someone to check lanyards at the gate. Mr. Malcolm and Mr. LaBonte will split up when the band heads to the stadium to assist with making sure those without lanyards don't enter with the band. The 6-8 with the water will have access to the back hallway. Lisa will add to email blast that if you're not volunteering you must pay to enter the game. No smoking allowed on campus. Sa'Kia will create an etiquette sheet of chaperoning to be sent out. Can we set up a system of key masters to assist with access before and after the game. Candice and Jen will come up with a list of those who should have a key to access the building (equipment, chaperones). We also need a key for the end of the game to let the band back out of the field.
- Media* (Gena) – Media is under control. We have volunteers for the marching festival. They are working on pictures for senior night. We've got the full band picture. We are working on getting Jensen Beach pictures online. We should have a plan B for video taping the band during marching band festival.
- Uniforms* (Anita) – The uniforms are fine. Staff is getting better with distribution. We're outfitting 200 people in 30-45 minutes.
- Alumni Rep* (Lee) – No update.
- Snow Cones* (Candice) – Snow cones during the week are doing well (Weds, Thurs and Fri). We made almost \$500 between after school and Friday night football game.
- Quarter Days* (Tina) – Students (mainly freshman) and chaperones are having a hard time signing up for Quarter Days. Tina is posting several weeks in advance. Mr. Malcolm and Mr. LaBonte will remind students about signing up. Most of the quarter days are earning each student \$80 or more per shift. If we have to cancel quarter days we'll start to lose the option to be there. Students who cancel more than 2x will not be allowed to sign up. Publix tends to generate more donations than Walmart. The Wednesday before Thanksgiving has been a good day for quarter day donations. Thank you notes should be generated for the stores. We should include approximately how much they helped the band raise. At the end of the year we could present the stores with some type of recognition.
- Tech support* (Molly) - Molly asked Gena to send her the full band picture. When will the first bands be showing up for MPA? Event should start at 4:00pm. Bands may start arriving shortly after 2:00pm. The gate should be ready to open by 2:00pm. Molly has a coffin cooler and a tent for

MPA. Sa'Kia asked about hwo when she logs in to the band website it goes directly to the bottom of the menu.

- MPA Question: Can the accounting team use either Mr. Winns office (on the left side) or the storage room (on the right side). Mr. Malcolm will show Mrs. McAuley the two rooms.

### **New Business**

- Middle school night and senior night nights. Members were asked to review the notes. Snow cone machines will not be setup in advance of the game. The machine will be at its usual spot during the game. If you have volunteers for Senior Night please contact Kim. Lisa email Kim if there is a sign up genius to send out for senior night volunteers.
- France trip: We have set up a payment schedule and are receiving responses from the Survey Monkey. There will be a brief meeting after the Veteran's Day concert. We will distribute information packets with payment coupons. The website will have information and links for paypal. November 15<sup>th</sup> is our first payment date.
- MPA: Cash only for all purchases. No credit card purchases.
- Pre order tickets for marching band festival. Tickets are \$7 in advance in the band office. \$8 at the gate.
- Students can pre-order food for marching band festival \$7. Information will need to be sent out via email blast, Facebook page and website. Jill and Mr. LaBonte will send me information to post.

### **Upcoming Events:**

10/13 – @ Oviedo HS

10/17 – vs. University/Orange City

10/20 – vs. Winter Springs

10/21 – Seminole County Marching Festival @ LBHS

10/27 – vs. Lake Mary (Senior Night)

10/28 – FBA Marching MPA

11/03 - @ Bishop Moore

**Next BPA Meeting Date and Location:** The next BPA meeting will be held November 14<sup>th</sup> at 6:30pm in the band room.

**Adjournment:** Candice Vild adjourned the meeting at 7:57pm.