

Arlington Band Boosters

General Membership Meeting Minutes

August 4, 2022

Opening

The General Membership meeting of the Arlington Band Boosters was called to order at 7:03 p.m. on August 4, 2022 at Arlington High School in the Chorus Room by Dave Kamen.

Present

Dave Kamen, Beverly Embry, Dan and Karen Jacobs, Alan Labouseur, Andrea Hagan, Kim Sitarz, Carlos Velez, Paige Huchro, Brian Lafferiere, Janine Gwinn, Rob Atkins, Paula Wraftner, Karen MacNish, Nicole Raskopf, and Mr. Keech.

Approval of Minutes

The minutes from the July 14, 2022, Reorganizational Meeting and General Membership Meeting was distributed to the board members via email by Beverly Embry.

A motion was made to accepted and approve the July 14, 2022, meeting minutes was made by Dave Kamen. It was approved by Alan Labouseur and second by Janine Gwinn. All board members were in favor.

Treasurer Report

This item was put on hold. July & August Treasurer Report will be available at the September meeting.

We have a proposed budget for next year and we need a finance committee meeting to go over. Quick Books have been reorganized. There is a surplus of \$40,000. We made \$700 from the June Marching Band Store.

** Dave Kamen proposed we share the budget with the board and finance committee and put it to a vote at the September meeting. Beverly Embry accepted the proposal and Alan Labouseur seconded the proposal. All attending board members were in favor of the proposal.

**Motion on the floor by Dave Kamen that the organization run without an approved budget for the next 30 days. The motion was accepted by Beverly Embry and a second by Alan Labouseur. All attending board members were in favor.

**Mentioned we need to look at the bylaws regarding finance committee.

**Recommendation on the floor to give the budget a once over by the finance committee and then put it out to the board for a vote.

**Note for next year we need to do the proposed budget by March/April to be presented in May for discussion and voted on for June/July general membership meeting.

Merchandise Report (Nicole Raspkopf)

The June store had a profit of \$700. All items are now in the Square account and we will be handling all items in house. This will eliminate the sales tax on clothing under \$100. We are doing a test store to see if we can it in the fall. Suggestions on the floor to find a new venue to do our merchandise. We will wait until the winter season groups to make this decision. If all goes well, we will merge in the Spring for the band season. Working on a blanket idea for merchandise.

Director's Report (Mr. Keech)

Marching Season: 9 days until band camp. First competition in a month. We are watching the weather closely. The marching band seasons are not getting any cooler as the years go on. We use the NYS Athletic Program guidelines for weather, if it has a real feel of 96 degrees, we will not be outside. Mr. Keech is hoping for an outside event for the upcoming Wednesday practice, so parents can attend. Please watch your email for further instructions. All dates and timelines for the season are set on the calendar for the Marching season. Brentwood and Liverpool will be arriving early for the day of the Invitational. All students will have their uniforms by September 10. Three out of the seven speakers have arrived from Alto Music. Please send any emails or questions to Mr. Keech before band camp begins. He will be unable to respond for the two weeks. Tuba conversation between Mr. Atkins and Mr, Keech regarding the pickup of the tuba. School District is getting the tuba. Paul Effmans is purchasing the Tuba and the district is buying it from Paul Effmans. Tuba purchase price is \$5000. Mr. Keech will be sending a video of the bucket feature to the students.

**Need information for the grant by August 12.

Social Media

Question on the floor from Carlos: Can we buy a cheap camera and hook it up to a laptop?

Mr. Keech has extra cameras in the music department. We need to figure out how to get it hooked up to Facebook.

Question on the floor by Andrea Hagan: How do we reach families who do not have Facebook?

Andrea suggested a Zoom meeting, record meeting and post to the pages.

Need to find a way to get information in and out during meetings.

Question on the floor: Does the bylaws allow this?

There is nothing saying we can't.

Marching Band has unlimited Zoom that ABBI is paying for.

****Dave will write up a SOP on meetings and video.**

Vice President Report: (email from Eileen)

I have been working on the budget with Nicole...but she will give you the details.

Food Trucks. I blew it and waited too long...all the trucks I contacted were booked..I have one last request out to Empanada Mama for tag sale.

Parent Bag Dinners...are back to a brown bag sandwich meal...I have made arrangements with a deli, Katie Hoffman is helping me collect drinks, chips, and desserts and create the order form. We will start marketing the first week of band camp. Don't miss out on our unique show swag that comes with the dinner.

Ice Cream, Ritu Bhargava is coordinating and has secured the ice cream donation from Zoe's and is working with Bev to deliver our annual sweet treat.

Pizza Dinner, Regina Godfrey will once again be coordinating this dinner for the kids.

We are slowly filling our volunteer needs; we are desperate for a sponsorship coordinator. Jenny Nesbitt will stay on, but she would really like a replacement.

Sponsorship

Jenn Nesbitt and Eileen were not present and an email containing the new documentation was printed and presented to the board for review. Eileen and Jenn's email was read about the changes. Sponsorship document was tabled until the September meeting.

The following from an Email from Eileen about the sponsorship form:

If its red, I question continuing this offering...mainly because I don't see these items being fulfilled. Blue is the new winterguard offering. Orange are new suggestions. I put in the uniform sponsorship; I was trying to keep this marching band centered mainly because it benefits them. You will see a line with a bunch of question marks in it, I would love to find a way to showcase this business all season long...name and logo listed on a banner or IDK

**We are looking to combine sponsorship and fundraising together. Andrea may have someone in mind for this role.

Adam's Gift Cards

Forms going back out.

Photo (Paige Huchro)

Paige has sent emails to recruit for formal picture being held on September 17th before we depart for Mohonasen.

**Need Gym space reserved for that day.

Cookie Dough (Karen Jacobs)

The price of cookie dough is going up this year but we are unsure about the profit. Last year the cookies were \$20 a box with a \$8 profit for each box to be applied to a member's tour fee. This year's presentation will be held on August 26th before lunch. Orders need to be back by September 15th. Mr. Rzedkiewicz will handle the financials for the students with this fundraiser.

Question on the floor: do we look for another fundraiser? Maybe something we can ship to families?

Tag Sale (Rob Atkins)

September 3, 2022, for the Tag Sale with a drop off date of September 2, 2022. There is a need for parent volunteers for before, during and after, this includes clean up too. We need a cashier for the day. Communications about the event will need to be emailed out. Rob will touch base with Nicole about the Tag sale. We will need to create an item in Square for the Tag sale to differentiate from other transactions. The parking lot has already been requested and the trailers are needed for storage of large items. Rob will send Mr. Keech an email so he can book the trailers.

Pit Crew (Rob Atkins)

As of this meeting there are 10 pit crew parents this year. They are looking for 14 to 18 parents' total. Everything is moving along and there is build work that needs to be done. Beverly suggested to Rob to come to the band camp tent to recruit members for the pit crew.

Uniforms and Chaperones (Andrea Hagan)

Band uniforms are all set, and the guard accessories are in. Uniforms will be sent home the last day of band camp.

This year we have an abundance of chaperones. The veterans will be doing a lot of training this year. We had over 28 parents sign up. Mr. Keech will be approving the final list.

Band Camp (Beverly Embry)

Band camp donations are coming in and we have enough to get through week one. Please remind your students that are section leads to reach out to their groups for their assigned donations.

Yearbook: (Karen MacNish)

Katrina is getting quotes for the yearbook. They are working on updating the flyer and personalized ads for the yearbook.

Questions on the floor: Can we incorporate Square to the yearbook for payment? The Google Form she used, should she tweak it or use something else.

We need to push the ads for the new parents and get the information out there early. Upcoming Zoom meeting between Alan, Katrina, Paige, Dan, and Karen. Bring previous yearbooks to help sell personal ads. Bring forms to the end of practices to give out.

****Put the Personalized Ad flyer up on Facebook.**

Invitational (Kim Sitarz)

Google Doc is now accessible. Things to improve upon this year: signage and handicap accessibility. Nicole and Eileen have VIP ideas for the Invitational. Kim will need a shadow for Invitational. Driving the cart is a good selling point!

Communications (Janine Gwinn)

Tag Sale and Invitational use of social media to get our message out to the public. Rob and Janine will touch base. We need to get general coverage of the marching band as a

sport. She suggested we reach out to the church across the street to get people to attend our event. Janine also found some general operational grants we can apply for. They only require a letter of intent. They run from \$1000- \$3000. Gatorade to come to Band Camp with Propel?

**Effron's are offering a general grant for up to \$3000 for arts and culture. They are requiring a lot of information and it is due in October.

**Janine will call the Journal to see what kind of coverage she can get on our program.

Other:

Brian asked a if we had received a response on the transition plates for the trailers?

Email from Mr. R zodkiewicz regarding food trucks:

I know that ABBI was not able to get a food truck for the parent night. For future planning of food truck events, according to CAO there needs to be a proof of insurance submitted in advance for the district's insurance company to approve. See below and attached for additional details.

This may be somewhat of a detriment to food trucks who you may look to contract with in the future???

Adjournment

A motion to adjourn the ABBI general meeting at 8:17 p.m. by Dave Kamen. It was accepted by Nicole Raskopf and seconded by Karen Jacobs. All board members were in favor.