

Arlington Band Boosters

General Membership Meeting Minutes

September 8, 2022

Opening

The General Membership meeting of the Arlington Band Boosters was called to order at 7:00 p.m. on September 8, 2022 at Arlington High School (outside the music lobby) by Dave Kamen.

Present

Dave Kamen, Eileen Eckert, Beverly Embry, Alan Labouseur, Karen McNish, Rob Atkins, Nicole Raskopf, Mr. Guillen, Jess Schleicher, Kim Sitarz, Barbera Desilets, Colin Purcell, Janine Atkins, John Diamond, Melissa Palestro, Carlos Velez, Paige Huchro, Karen Jacobs, Janine Gwinn, Barbara Gillman, Eric Gillman, Dan Jacobs, and Karen Jacobs. (Please let me now if I missed anyone. I know people were sitting behind me)

Approval of Minutes

The minutes from the August 4, 2022, General Meeting was distributed to the board members via email by Beverly Embry.

A motion was made to accepted and approve the August 4, 2022, meeting minutes was made by Dave Kamen. It was approved by Nicole Raskopf and second by Alan Labouseur. All board members were in favor.

Treasurer Report (Nicole Raskopf)

No treasurer report included in these minutes, only notes from the meeting

Notes:

Profit and Loss: -\$17,000 (loss) Not all tour fees are in and we are spending money for Marching Band right now.

Profit and Loss Specifics:

- -\$9,000 for Marching Band
- \$1500.00 profit for merchandise
- Summer Music was a loss of \$643.76. This should be a break even. Mr. Guillen is reaching out to the director of the program. Received \$6700 and spent \$7377.
- FYI please be sure to use the ABBI tax exempt when purchasing things.
- Transfer fees from assistance funding account to Winter Guard for a member last season.
- We have outstanding checks that have not been cashed. We need to notify Dave Kamen, Mr. Rzodkiewicz and Mr. Keech of the staff members. Need to notify others.
- Nicole will email Mr. Guillen about Revtrak.
- Question on the table in regards to monies being moved to the Uniform Fund needing to be done? \$25.00 pp

A motion was made by Dave Kamen to accept and approve the August 4, 2022, Treasurer Report. The Treasurer Report was accepted by Kim Sitarz and second by Carlos Velez. Approved by all board members.

Budget:

Predicted loss on budget \$15,000. We were conservated on the budget last year because of Covid. Look at last years and take a conservative look. We are going for a \$10,000 to \$15,000 profit.

Dave reminded the Board that we need a finance committee. The following is stated in the ABBI Bylaws:

Section III.6 FINANCES III.6.

- (a) A Finance Committee shall be appointed by the President each year. It will include the Treasurer, who will be the Finance Committee Chairperson, the Band Directors, at least one (1) member of the board of Directors, and at least three (3) members from the general membership. It will be the Finance Committee's duty to prepare an annual budget. This budget shall be presented at a general

membership meeting for approval by a majority vote of the members present. If the budget is not approved, it must be revised by the Finance Committee as needed and presented to the general membership for approval at the same or a later general membership meeting.

The following members will serve on the Finance Committee:

Treasurer: Nicole Raskopf

Board Member: Alan Labouseur

Committee Members: Dan Jacobs, Eric Gillman, and Colin Purcell

Along with the Band Directors.

Meeting needs to be scheduled before next month.

Motion on the floor by Dave Kamen for ABBI to operate without a budget for the next 30 days.

Motion was approved by Beverly Embry and accepted by Karen McNish. All board members were in favor.

Research into Marching Band other numbers off the report on page #2.

We had 99 band members last year and 106 this year. Numbers are as of this meeting.

Merchandise: (Nicole Raskopf)

Nicole presented a document contain merchandise she would like to order to have some inventory on hand for sale at practices and Invitational. She requested \$19,006.50 in funds to purchase merchandise. Every item has a 25% margin of profit. The value of all merchandise if sold is \$24,009.00. Resulting in roughly a \$5,000 profit. The report does not include what has sold thus far through the ABBI webpage.

Nicole has offered to sell at Thursday night practices and Saturday at drop for the day.

We currently have 3 tubs of Jazz and general band merchandise to sell.

Availability for graffiti items will be limited and once sold there will be no more.

There is always a mock inventory in Square for new items. Only the lanyards and tour shirts have accurate counts. Last year, there was no inventory in Square for merchandise. Cash transactions were not posted properly.

Order will be placed for NY merchandise.

Blankets are currently online for preorder.

Eventually we will add shipping options to the website.

Motion on the floor by Dave Kamen for the purchase of \$12,000 worth of merchandise to replenish inventory. This order will also include the \$2,546.00 in merchandise that has been already preordered. Grand total of \$14,546.00 in inventory.

Eileen Eckert accepted the motion and a second by Alan Labousuer. 15 members in favor/0 opposed/2 abstained. Motion passed.

Invitational: (Kim Sitarz)

Volunteers are still coming in. Jess is working on the flyer. Kim is organizing the wifi boxes. We need an Insurance COI for the Invitational. Dutchess Chamber of Commerce request. On Band has dropped from the lineup. We need a person to do the ticket sale (Possibly Veronica). Order the Porta Johns. National Anthem singer needed.

VIP Packages:

Need to talk to Mr. Keech about the packages. Packages include Sound check for VIP. Breakfast, Special Parking, stationary spot. Premiere seating, souvenir. This package will be a significantly priced. Eileen and Nicole will do VIP packages. They will work with Kim on this idea.

Issues about Handicap accessibility from last year. VIP and Handicap can transport together. Verify pricing for one to two golf carts for the event. We should inquire the HV Shakespeare Festival to use golf carts.

We are in serious need of a ticket person and program person. Mr. Guillen will reach out to Jazz Cab students to help at the Invitational. He will send out through Google classroom. We need to have more signs made and put up for Handicap parking and Invitational signs.

Jess Schleicher will reach out to Jenn Nesbitt about the program for the event.

Message from Paula Wraftner about advertising in each other's programs going forward. She has something from ASOA and Drama for the program.

Directors Report:

Mr. Guillen was in attendance and provided the following report:

We tabled Summer Band and will address later.

The high school website has the most up to date music calendar. It is buried in the site and will require some digging to get to it. Go to the High School, then Academic Departments, then Music Departments and then Calendar. It contains all concerts, and NYSMMA events.

We have 5 All-State NYSMMA students with 8 alternates. Mr. Guillen requested for ABBI to subsidize the students attending NYSMMA. Cost is \$250 per student. (We need to vote on this yet)

Area All state will be held in Red Hook. Application process is open now.

Elementary band nights will be held at Arlington High School.

Jazz Auditions will be held in October.

Committee Reports:

Tag Sale: Rob Atkins ran the tag sale, and it brought a profit of \$4000.

Parent Show: (Eileen Eckert)

Dinners: We made a profit of \$255 and \$80 in chips and drinks.

50/50: Ran a 50/50 and the winner donated back their winnings. **Note we have a ton of 50/50 tickets in the shed. We decided we will run a 50/50 at every opportunity. **

Chaperone/Uniforms: Gatorade squeeze bottles are coming back. Barbara DeSilets has agreed to do the bottles this season.

Communications: (Janine Gwinn)

Spoke with Poughkeepsie Journal to get them to cover our marching band season. We can provide photography. Discussed the Invitational to them.

Janine is in discussions with the Gatorade guy about the Invitational.

Continuing work finding us grants.

Yearbook (Katrina & Karen)

We need to raise the prices of the yearbook ads because our vendor has gone up in price. Photos continue to come in from everyone.

Photos: (Dan and Paige)

Questions on the floor: Do we sell a digital copy of photos? What do we do with the assets? Photos? What is the right price to sell? Package it with the pictures? Suggested by the board to sell the digital image as part of a package. One suggestion: Spend \$100 and get a digital image for XX dollars.

Come up with a proposal for the next meeting. (I believe this is already completed)

On September 17th we will be doing formal band pictures. To be held inside and outside. Paige and Dan are looking for helpers.

Question on the floor by Eileen: Are the guard uniforms in so the guard does not have to do a separate photo day? The answer is YES.

Front Ensemble: needs some fun pictures done.

Props: (Rob Atkins)

Rob reported that not much money has been spent on props. Mostly everything has been donated. Foam and Wash has donated the plastic barrels for the show. We need to include him in the program.

****Foam and Wash car wash coupons will be sold****

Cookie Dough (Karen Jacobs):

All cookie dough orders are due next week. Do we want to move away from cookie dough in the future? Do we want to find something that isn't frozen?

Dave asked the members to come up with other fundraiser ideas for the kids to sell for the next meeting.

Uniform Capital Campaign:

Janine has agreed to run.

Other:

Send dates and announcements to Socialmedia@abbimusic.org

Jess Schleicher needs to reach out to Mr. Rzodkiewicz to receive Marching Band emails. She no longer has a student in the band.

Adjournment

A motion to adjourn the ABBI general meeting at 8:18 p.m. by Dave Kamen. It was accepted by Eileen Eckert and seconded by Karen Jacobs. All board members were in favor.

Minutes submitted by: Beverly Embry