

Arlington Band Boosters
General Membership Meeting Minutes

October 26, 2023,

Opening

The General Membership meeting of the Arlington Band Boosters was called to order at 7:03 p.m. on October 26, 2023, at the AHS concession stand by Dave Kamen.

Present

Dave Kamen, Beverly Embry, Karen MacNish, Eric Gillman, Alan Labouseur, Barbara Gillman, Barbara Desilents, Matt Somma, Karen and Dan Jacobs, Colin Purcell, Seve M, Nicole Raskopf, Lisa Sassi and Deb Farino.

Approval of Minutes

Beverly Embry distributed the minutes from the August 24, 2023, ABBI General Membership Meeting to the board members via email.

A motion was made to accept and approve the August 24, 2023, meeting minutes. The motion was accepted by Alan Labouseur and a second by Lisa Sassi. All members present approved the motion for the minutes. Motion accepted and carried.

Treasurer Report

- Outstanding expenses from Invitational yet. Barbara needs to submit receipts for approximately \$3,000.
- Lisa Sassi and Karen MacNish are waiting for reimbursement.
- Sponsorships were down over last year. We did not receive a donation from Barton. Total Sponsorship was \$3,250.00.
- Total to NYFBC from ticket sales \$1908.00
- Total Net income for Invitational, \$5,768.11
- Marching Band P&L does not include yearbook or October Tour Fees. Dome expenses and catering are still left to come out of this line.

- Balance Sheet \$106,207.97
- The new instruments have not been paid out of the account yet.

A motion was made to accept and approve the September Treasurer Report. The motion was accepted by Beverly Embry and a second by Alan Labouseur. All members that were present approved the motion for the Treasurer Report. Motion accepted and carried.

Merchandise (Nicole Raskopf)

We did not sell as much merchandise as last year. We have plenty of merchandise and will not need to purchase more inventory. Just tour merchandise for next year. Winter Guard has in stock merchandise and there is no need to purchase more. This year's tour design did not do well this year. We have a lot left over.

Nicole and Lisa will be doing merchandise next year. Barbara and Eric Gillman may have a place to store the tubs of merchandise. 22 tubs need a place to be stored.

Finance Committee (Nicole Raskopf and Dave Kamen)

The finance committee met and went over the 2022-2023 books. Carlos drafted a report which has been emailed to Dave Kamen. Dave will share this document with the board via email. (Beverly Embry will attach the document with these minutes for future reference.)

The committee consisted of Nicole Raskopf (Treasurer), Dave Kamen, Dan Jacobs, Colin Purcell, Eric Gilman, and Alan Labouseur.

Do we post 990? We should and it should be available through the Attorney General. We will post with the minutes on the public viewing page.

The committee checked and reviewed 11 revenues and 11 payments and matched bank statements with QuickBooks.

This model will be used going forward for further audits. Because we are a non-profit. We can do our own internal audit. Plus, we will have documentation going forward.

Photos (Dan Jacobs)

This year's marching band photos made \$5700.00 in revenue and had expenses of \$1800.00, leaving a net profit of \$3900.00. We will be doing the holiday ornaments this year. More information to come.

Props and Pit Crew No Report currently.

Cookie Dough (Karen Jacobs)

The marching band sold \$17,000 worth of cookie dough. This fundraiser goes toward tour fees. There was \$200.00 that went into the scholarship fund. Regina Godfrey will be the cookie dough chair for next year. Karen sent a packet over to Dave Kamen and Eileen Eckert for the best practices folder. Karen will email this to Alan Labouseur also.

Jazz Cab (Karen MacNish) no report for this month

Band Camp (Beverly Embry)

We need to take an inventory of the shed to make sure all tents were returned after the invitational and marching band. There are still band camp materials being held at her house because the shed was being used for the Invitational.

Sponsorship (Matt Somma)

We have plenty of programs left over from the Invitational. Nicole Raskopf needs a list of who was supposed to pay. Please send her that information via email.

Invitational (Eric Gillman)

Gillman suggests that we need to start early on the planning for the Invitational.

Communication (Dave Kamen)

Janine and Eileen are currently working on the winter newsletter.

Other Business:

- The directors are in the middle of purchasing 1 baritone and 3 French horns. Total cost of \$11,000. The board did an email vote to approve the purchase. Because we are using a local business, repairs can be done locally. After the purchase, we will have \$1,000 leftover in the account.

- NYSMA Logan Purcell is an alternate. Ben Hamilton was picked to go to the All-States. We received a thank you note.
- We received thank you notes from the scholarship recipients.
- Karen MacNish needs a letterhead from ABBI to send out for the apples.
- Winter Guard Cadets had their informational meeting that had about 12-15 girls with interest, with 3 on Google Meet. As of the meeting, there are approximately 21 girls.
- Admirals guard is slotted on the calendar to go to Dayton. They will need to fundraise about \$15,000 to go. Buses are a large factor in the cost.
- ASOA email: Here is my ASOA report: We had our Bonanza concert last night. It was a great turnout and lots of fun as usual. ASOA wants to wish the marching band good luck on Sunday in Syracuse.

President's Report (Dave Kamen)

At the August meeting, we discussed changing the bylaws for the upcoming election of 2024. We are losing a large part of the executive board and need to make the change to leave ABBI in good hands. We want to change the bylaw under section 4.2 under election, paragraph A. We currently take nominations in May and elect in June and the member takes over in July.

The proposal for the change is:

We will look for nominations for January and elect in February. The member will be a board elect for 3 months to transition roles. This change will be permanent and will cover the executive board and directors' roles. We will hold a second election in June if someone changes their mind. We need to add a vacancy clause to the bylaws. Members need to have a student in the band or musical arts programs.

A motion on the floor to accept the proposal for change to section 4.2 of the bylaws. It was accepted by Karen MacNish and approved by Lisa Sassi. All attending members were in favor.

Additional bylaw discussion:

Paragraph D subsection 2: pm by January 1st, may change to January.

Paragraph F: The board elects with the intent to learn the position installed in February; duties begin in June at the Annual Meeting.

We need the proper language. Dave Kamen will write up new language to amend bylaws and we need to vote on the amended bylaws.

Thank you to all the Invitational and Marching Band helpers.

Barbara Gillman thanked Dave for everything.

Next ABBI meeting November 16th via ZOOM. Upcoming meetings: December 21 and January 25.

Adjournment

A motion was made by Dave Kamen to adjourn the ABBI general meeting at 7:46 p.m. Accepted by Lisa Sassi and approved by Eric Gillman. All members were in favor.

Minutes submitted by: Beverly Embry