

J. R. Tucker Band and Orchestra Boosters

Board and General Membership Meeting

Monday, February 26, 2018

Call to Order

The meeting of the J.R. Tucker High School Band and Orchestra Boosters Board and General Membership was called to order by President Colleen Bohlman at 6:15pm.

The focus of the meeting was on fundraising. The meeting was shortened to allow parents the opportunity to attend a County-sponsored meeting discussing the search for a new school superintendent and renovation/new construction plans for Tucker.

Board/Committee Reports were presented in the following order:

Secretary's Report – Patrice Elliott

- Minutes of the last meeting on January 22, 2018 were approved. Motion to approve was made by Phung Blevins and Colleen Bohlman.
- Meeting Attendees:

Colleen Bohlman	Terry Moore
Phung Blevins	Rupali Pendse
Patrice Elliott	Tomomi Rubin
Dionne Harris	Frank Sampson

Ways and Means Report – Terry Moore

- A *Ways and Means Report* was distributed for general discussion, reference, and inclusion in the official record of the minutes. Below is a recap of details discussed:
 1. Strange's Flower Sale
 - a. Initially proposed for February 27 – March 9th (flowers delivered March 16th)
 - b. Terry distributed a sample "Plant Order Sheet" with seasonal flower options
 - c. We receive 50% of the profit, \$6.50 cost (double price)
 - d. Optimum Sales or Target Market Timeframes included:
 - i. April 1st – Easter/Resurrection Sunday
 - Too soon
 - Florist unable to provide Easter Lilies
 - ii. May 7th-11th – Teachers Appreciation Week
 - iii. May 13th – Mother's Day
 - e. 2-week sales period
 - f. Strange's can deliver to school for a fee. Coordination would be required for student pick-up
 - g. Phung and Colleen said they can help with sorting and delivery of the plants
 2. Music Student Pictures (Photos)
 - a. Dates needed from Mr. Sampson. Dates discussed included:
 - i. Last week of March

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- ii. March 7th (Wednesday) – Pre-assessment Concert Day to take Group Photos
 - 6:30pm Group shot
 - 7:00pm concert
- iii. April 9th (Monday) – For Individual Photos
- iv. Need to work the logistics to determine whether photos can be taken over 2 days to accommodate March Band photos as well
- v. Bare minimum, we need a concert/orchestra group photo at one of our performances
- b. Yearbook
 - i. Submit group photo for inclusion in the Yearbook
- c. Fundraiser – need to determine if we want to make money off of the photos
- 3. Spirit Night
 - a. Dave and Buster
 - i. May not be ideal venue
 - b. Hanover Sports Park (combine end of year celebration/awards)
 - i. We receive % of sales
 - ii. For example, as with the Swim team, students could purchase a \$10 all-you-can-play card and have \$2 come back to the Boosters
 - iii. Late May/early June may be the best timing due to exams
- 4. All County Orchestra Concessions (3/21-3/22)
- 5. All County Band Concessions (3/23-3/24)
- 6. Music Showcase Hosting and Concessions (4/27, 4/28, 5/5, 5/11)
- 7. Car Wash - Potential Date – Saturday, May 12th
- 8. Athletic Boosters
 - a. Drive Event – Saturday, April 14th (Ford Dealership)
 - i. \$10 for every person you send to the test drive
 - ii. Band students need to ensure they communicate that the driver is driving on behalf of the band; need a way to capture if driver representing multiple clubs
 - b. Opportunity exists to also work concessions for sporting events
 - i. Need to sign up as a group or a team to work a specific game
- 9. Papa Johns (NASCAR/Richmond Kickers) and Innsbrook After Hours
 - a. *There are many opportunities, but we've had trouble filling these. Is it worth offering? We are obligated to provide the volunteers if we sign up.*
 - b. Papa Johns (NASCAR/Richmond Kickers)
 - i. 3 dates in March, 2 dates in April
 - March 17th
 - March 24th
 - March 31st
 - April 7th
 - April 14th

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- ii. Times: 3:30pm-7pm or 5:30pm-9pm
- iii. 8 volunteers required whereas other opportunities require only 3 or 4
- a. Innsbrook After Hours
 - i. Volunteer dates exist from May through August, some dates include:
 - May 12th , May 26th
 - June 2nd , June 8th , June 9th
 - July 6th , July 7th
 - ii. 3-4 volunteers required
- 10. Sponsorship Package – Time Frame – May
 - a. Can we do concert/strings campaign in May and Marching Band in August?
 - i. We received a better response in August
 - ii. We can accept “pledges to pay” and sponsors can mail check later
 - b. Mail letters in May for renewal and new recruit?
- 11. Outback Dinner – April (?)
- 12. Music Workshop – June
- 13. Music spirit wear shirt sale
 - a. Combined Band/Strings/Chorus “Tucker Music” shirt
 - b. Dionne said she could find and dust off the design and order form that was used for the “I’m with the Band” t-shirts for March Band
 - c. Patrice shared that while she was working Tiger Den, students and teachers alike liked the “I’m with the Band” t-shirt she was wearing. She shared this with Andrew.
 - d. Sales of t-shirts can be announced during the Sunday night call
 - e. Return orders and payment to black band drop-box outside of Band Director’s office and band room
- 14. Mr. Sampson recommended:
 - a. Parent Expectations should be set and agreed upon whereby parents must pick at least 2 ways in each they will contribute to the band/strings programs:
 - i. Parents must fundraise and buy/sell items sponsored by the band/strings boosters
 - ii. Parents must sign up to volunteer and spend time working a band/strings boosters fundraising event
 - iii. Parent must donate a minimum amount to support the band/strings boosters
 - b. Fundraising expectations should be placed on the course syllabus
 - c. Recurring fundraising activities should be identified:
 - i. Strange’s could be annual
 - ii. Free-For-All is already annual
 - iii. Sponsorship campaign could be annual

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- Nominating Committee: consists of Phung Blevins, Rupali Pendse, Tomomi Rubin
 - Committee will be talking to each officer and committee chair about their plan/interest for next year
 - Colleen expressed agreement in serving as President for another year
 - Patrice expressed interest in the committee seeking nominations to replace her as Secretary
 - Committee will present a slate of candidates at April 23rd Boosters meeting for executive committee approval (nominations will be accepted via email and at the March Boosters meeting) and presentation to general membership at the May 7th concert
 - Colleen recommends that we add a few committees to reflect the work being done (e.g., recruiting, social, music showcase)
- Scholarship process starts in March – info is on google drive
- Spring Banquet/Picnic – committee volunteers are needed. We do have some money to spend on awards and we have an offer from Hanover Sports Park to consider.

Treasurer's Report – Tomomi Rubin

- Financial Report
 - Treasurer's Report
 - Checking: \$2584.87
 - Savings: \$2739.78

Band Director's Report – Frank Sampson

- All County Band
 - Additional 7:00am pre-Early Bird practices will be added to schedule for:
 - Friday
 - Monday
 - Wednesday

Uniforms Report – Leslie Glatt (*absent*)

- No report

Music Showcase – Leslie Glatt (*absent*)

- Volunteers will be needed for 4/27, 4/28, 5/5, 5/11
- Mr. Sampson will not be here for 4/28

Free For All Report – Leslie Glatt (*absent*)

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- Outstanding action item:
 - Follow-up with Andrew Sunberg on concessions and obtain feedback and details (e.g., quantities donated, quantities leftover, pricing)

Equipment and Logistics Report – Andrew Sundberg (*absent*)

- Outstanding action item:
 - Provide status of Trailer wheel packing

Hospitality Report – Angie Moore (*absent*)

- No report

Volunteers/Chaperones Report – Dionne Harris

- No Report

Communications Report– Sue Manley (*absent*)

- No Report

Travel Report – Sue Manley (*absent*)

- No Report

Spirit Wear – Karin Castillo (*absent*)

- No Report

Scholarship Report – Rupali Pendse

- Scholarship process starts in March

The meeting of the J.R. Tucker High School Band and Orchestra Boosters Board and General Membership adjourned at 7:05pm.