

Arapahoe Band Boosters Board Agenda

Wednesday, Dec. 3, 2014
7:00 p.m. – 9:00 p.m.
AHS Band Room

I. **Call to order** 7:00 p.m.

II. **Approval of minutes-** Shannon motioned to approve and Scott second the motion. Approved unanimously.

III. **Election of new VP of Programs**

Vicki Lang motioned to move Scott Sommerfeld to vice president of the ABB board. Shannon Mason second the motion. Yvette Arnold expressed concern. The motion was approved.

7:10 p.m.

IV. **Director's Report**

7:15 p.m.

- Trip update-Shawn Funk reported that the trip meeting was well attended by 50 people, approximately 20- 30 were students. They have received approval from LDS for the upcoming 2016 Spring Break band trip. There will be all stage performances and no marching. The trip information was sent to Powell & Newton middle schools which generated lots of interest.
- Winter programs update- Shawn reported that both winter programs are doing well. Winter percussion has changed the program to accommodate the smaller group of students. There was no change fee to adjust the program.
- Staffing- Shawn reported that Ben Beleau has resigned from the AHS percussion program. There were no issues with his resignation. He suggested that we move Donny into a more permanent role so that he can take over Ben's position. This would not add any additional financial burden to the program. Rebekah Graham motioned to have Donny take over Ben's position. Shannon and Scott 2nd the motion. The motion carries.

V. **Updates** 7:30 p.m.

- Guard- Shannon reported that they have a total of 17 students in the program. They have changed their trip location to Fresno instead of Dayton. Guard is using the panel from three years ago. The name of the show is "Wind" and it is a piano solo. They are having a candle fundraiser instead of jewelry. Shannon proposed to purchase a trailer in January for ABB. Guard is hosting a winter guard festival on March 28 and the need volunteers. They will be hosting guard clubs at the middle schools in January that are run by parents and students.
- Volunteers- Vicki Lang stated that there were no new updates. Shawn stated that there is a need for help in February for the district middle school band festival at AHS. He also stated a need in March for the concert festival. There was general discussion as to how to host a percussion club at the middle schools which requires a teacher sponsor from the middle school, an adult parent and high school student volunteers.
- Fundraising- Shannon reported that butter braids sales are in full swing. Scott discussed getting more information on putting together a car raffle. Yvette and Denise are still waiting on the check from the October Chick-Fil-A fundraiser. Denise reminded everyone about the upcoming fundraisers: Chick-Fil-A Dec 15th 5:30 – 7:30 and Chilies December 18th 11 a.m to 10 pm.
- Treasurer- Yvette reported: \$14,394 in checking after paying bills, \$3,800 in savings, \$2,358 in scholarship checking. Yvette expressed her concern about meeting payroll after January unless fees get paid and fundraisers kick in.
- Drum major/section leaders- No discussion on this matter.



VI. Old Business **8:00 p.m.**

- Financial Assistance- Janice reported: 7 different families requested financial assistance. The total requested was \$3,500 while there is only \$2,358 available. She further stated that the goal of the financial assistance committee was to reduce their unpaid balances and try to get the families to continue to make payments on their accounts. Janice requested that ABB approach the alumni to ask them to use King Soopers card and scrips as a scholarship fundraiser for the month of December only. Rebekah motioned to use the alumni proceed from King Soopers cards and Scrips for the next six weeks. Denise second the motion.

It was decided that the scholarship committee had until Dec 13 to put together its recommendations via email for board approval and that the vote would be apart of the December 2014 minutes. The email motions were as follows:

Fundraising expenditure:

Shall ABB approve the expenditure, not to exceed \$400, for guard apparel currently being held at ProFormance Apparel?

Background:

Leesa Whithead is working with ProFormance Apparel to clear up the only outstanding item that ABB hasn't yet paid for: the apparel that was incorrectly printed with the guard logo instead of the band logo (around \$350). Guard will purchase these items and sell them at our holiday party Saturday, Dec. 20. Proceeds from the sale will go back to ABB General Fund. Leesa is certain she can sell these items as more than half of them are already spoken for.

The Financial Aid subcommittee met based on action items from the December ABB meeting and reviewed requests from eight families based on the total fees that would be incurred through the 2014-15 school year. It was decided that two of the eight students not receive aid because they are no longer in the program, with one of the accounts written off in FY 2012-13. We recommend providing financial assistance to the remaining six families (seven students total).

Financial Assistance (two motions):

Motion #1: Shall ABB approve an expenditure, not to exceed \$1,250, to provide financial assistance to five ABB families?

Background:

Five families would receive a maximum amount of no more than \$250 per student. There is a requirement to receive financial assistance that families participate in fundraising (King Soopers, SCRIP, etc.) and other ABB activities. All but one family is compliant with this requirement. The only exception to this is if a family receives federal/state assistance that would preclude their participation in the grocery or SCRIP fundraising.

Motion #2: Shall ABB approve an expenditure of \$735 in financial assistance and write off \$800 of expenses for one family experiencing substantial extenuating circumstances?

Background:

This family receives federal assistance, is battling substantial medical issues/expenses. Should the committee approve the assistance, this family will still have a remaining balance.

Please "reply all" to the questions - either yes, or no. I must hear back from every executive board member, and the vote must be unanimous to be approved. The actions of the executive board for the purpose of approving these expenditures will be added to the agenda for the Jan. 7, 2015 meeting and noted (explained) in the minutes as an online vote taken after the December ABB committee meeting. The vote is not official until I announce the results. No expenditures are approved until the vote is official. Please recall, I do not have a vote (the chair never does, unless there's a tie).

All motions passed unanimously via email from Scott Sommerfeld, Rebekah Graham, Vicki Lang, Yvette Arnold, Shannon Mason and Leesa Whitehead. So they all will carry. Wes asked Leesa to proceed with

ProFormance and the sale of the guard items. Wes asked Yvette to please work with Janice (copied) and the financial assistance committee to address the accounts affected by the motion. Janice (and the committee), who will notify the families (both those who received assistance and those who did not)? Is there a standard letter or contact information if folks have questions? Please advise.

- ABB Website- No new information.

VII. New Business 8:30 p.m.

- Parent Orientation – 2015 discussion Scott discussed how to get more parent involvement.
 1. Mandatory parent meeting in the Spring or the Fall.
 2. Reserve auditorium and state that they can't leave until everyone signs up to volunteer for something.
 3. Date for meeting Wednesday, April 1st – Parent orientation, Shawn to get Screen to use to show a video. Next date 1st week of school in the Fall.
 4. January meeting for solid planning for 2015.
- Resignation of VP of Fundraising - Leesa Whitehead was not present. She resigned her position as vp of fundraising to her time availability.
- Reimbursement of section-sponsored meals- Discussion about what should be reimbursed to section leaders.

VIII. Adjourn 9:00 p.m.

Next Regular Board Meeting is scheduled for: 7 p.m., Wednesday, Jan. 7, 2015 in the AHS Band Room.