

From: Deborah De La Torre [dltdenver@yahoo.com]

Sent: Tuesday, December 02, 2008 9:39 PM

To: Cheney, Doug; Lynn Brown; Dr. Ed Cannava; Cheney, Doug; Deb De La Torre; Russ & Jennifer Furry; Linda Haley; Tom Haller; Mary Hiler; Paul Howald; Susan James; Carol & Mike Matthews; Rebecca Steinebrey; Pam Tetley; treasurer@arapahoebandboosters.com; Rusty & Sandra Walters

Subject: ABB Minutes November

Hello ABB Officers:

Attached please find the November ABB Minutes in anticipation of tomorrow's meeting.

As you will see, there was a mention that the ByLaws would be brought to the meeting to continue certain discussion topics.

Please let me know of any corrections and/or changes.

Thanks

Deb De La Torre

ABB Secretary

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ABB Meeting, Nov. 5, 2008 in the Band Room

Present: Dr. Cannava, Russ Furry, Susan James, Rebecca Steinebrey, Beth Kosse, Linda Haley, Jean Gehring, Tom Haller, Deb De La Torre.

Review & Approval of Last Month's Minutes: - Correct the spelling of North Glenn to be written as one word.

Moved and seconded to approve the minutes as corrected.

Treasurer's Report

- The Bingo Summary Report was presented, through the end of September 2008. Remember that this is not a Profit & Loss Statement. We can't tell if the current intake is indicative of a good season or not because we are in a new Bingo hall. Remember that each month's report reflects a time lag due to our \$10,000 float being impacted. What is the difference in the P&L shown (which reflects as of Nov. 5th) versus the Bingo Summary that only runs through Sept. 2008? Explanation followed.
- Discussion regarding lag time and reconciliation issues. Suggestion by Deb De La Torre for the Treasurers to prepare Quarterly Reports that would more accurately reflect reconciliations, in where enough time to deal with lags, share accounts, fundraising, and sufficient reporting could all be summarized more efficiently into a quarterly report.
- A motion was made to for the treasurer(s) to prepare and present reports one month in arear plus also to prepare and present quarterly report that would include a one month lag time ("last fully reconciled month."). Motion seconded and carried.
- Approximately twenty-five or students haven't yet paid their fall fees. Suggestion that we have an ABB person (possibly the Vice President) to follow-up with new band parents and Concert Band people.
- We also need a third person to help the Treasurers with their banking and bookkeeping.
- Dr. Cannava said that if the students don't pay their fees they wouldn't get to perform or buy their CDs, etc.
- In order for an ABB Executive Officer to take on the role of pursuing outstanding band fees, we would have to amend the ByLaws, which requires 30 days prior notice, discussion, voting and approval.
- The ABB members present tonight agreed that the ByLaws shall be brought to next month's meeting to continue this discussion.

Festival Date / Auction Report

- A decision was made to postpone the auction due to lack of auction items. Total value of all the items is approx. \$1,200 and we will at best break even, not make a profit.

Director's Report

- ABB received a thank-you card from Fred Bowlus for ABB's baby gift.
- We will be directly sending a check to Kolacny for the sponsored instrument repairs, thanks to the grant from the South Suburban Music Teachers Association.
- Dr. Cannava reviewed the various events we performed at during the month of October including our hosting event, which went well and received many positive comments.
- Dr. Cannava reviewed the upcoming month's events: the Concerto Competition, England Wind Ensemble rehearsals, and Small Ensemble rehearsals, guest directors and performers from various schools, Jazz Concert on Nov. 20th.
- Beth Kosse offered to handle video-taping the Concerto Competition; Rebecca offered to help sell tickets that night.
- Regarding the District Orchestra Performance: the 3 high schools having been doing it "forever." It is held at each school on a rotating basis. AHS winds and percussion are participating, and the concert will be on Monday, Nov. 24th.
- The district SAT exam is Dec. 6th at Cherry Creek High School.
- The Mandatory England Trip Meeting is on Wed. Dec. 10th. The Holiday Band Concert will be on Thursday December 11th. This might be last year that there is a Parade of Lights due to the organization's finances. Sacramento Jazz Jubilee might be cancelled due to finances.
- We need to select dates as soon as possible for hosting next year's Arapahoe High School Invitational. There is some possible competition from another organization wanting to start up their own invitational. It was decided by those present that Dr. Cannava should go ahead and commit to a date.
- Was the Dr. Tim Workshop check received? We should be receiving a check for \$800 from his company, "Attitude Concepts." Dr. Cannava will let us know if Dr. Tim wants to be doing this event at AHS next year.

Chaperone Report

- We had a terrific group of freshman parents who have volunteered thus far. Now we are planning on recruiting for Parade of Lights.

Color Guard Update

- We need to bill the color guard for their costumes. Susan will check with Carol regarding payments thus far.
- Addie Bartlett resigned from Color Guard, which brings CG to 18 members.
- We are hoping to host the Color Guard invitational during Spring Break.
- Winter Guard is already practicing, so is Winter Percussion.

London Trip Update

- Tomorrow night is our big parent meeting. The students will be able to meet Bill Northern from the London Parade during the school day, and the parents will be able to meet him during the parent meeting. We have turned in our manifests and are now working out a few final logistical details.

Bingo Update

- Our next "Must go" will be on the 20th, and we need more people to help work this event. Rebecca, the Kosse's and Susan's husband will go help.
- There has been an attempt to steal money at Bingo. Linda found stacks of money folded and hidden within stacks of cards. There is a suspect but no action has been taken yet. We are looking into video surveillance.

Phone Books

- We need to let the company know if we will be doing the phone book fundraiser in the Spring. We can opt out entirely. We should also decide how we will split the proceeds: i.e., 50/50 in non-trip years, and 100% earnings in trip years.

Christmas Trees

- If we did this fundraiser, we would have to commit to buying 400 trees upfront. What we paid last year was \$20 per tree, and we sold them for \$75. The kids earned \$30 per tree. We don't know how much we will have to commit to buying. A discussion followed on possible selling locations. Deb will re-send to Beth Kosse her correspondence about using St. Andrew's United Methodist parking lot.

Entertainment Books & Apparel

- Decision made to keep the remaining boxes of Entertainment Books and try to sell them through mid-December.
- We will assemble another small apparel order (Deb please send the order form to the ABB Officers).

Equipment & Uniform Issues

- Proposal to give a \$50 gift certificate to Bea Jensen for making the Color Guard backpacks to store their swords & rifles in.

Communications

- Some band Medical Forms & Bus Permission slips are still outstanding due to some fee packets not all turned in.
- The website is working great, and Mrs. Walworth is doing a great job with this.

Transportation

- Parade of Lights truck needed.
- The truck that was for sale was purchased by another band.

Other Items

- Monthly Volunteer Report - everyone should send in their volunteer hours to Russ.
- The band should buy an Alumni Book every year \$70. Motion made and carried. Susan would also like to send out the quarterly newsletter. Probably won't do the restaurant again, but the picnic works really well. We should schedule next year's picnic soon.
- News on the new Band Director search: there were 4 names thus far, but the search apparently is still ongoing.