

# **Elk River Band Boosters**

**Committee Meeting-Minutes** 

Wednesday June 18, 2018 ERHS Band Room- 6:30 -8:00 pm

- 1. TinaMarie Simmonds called the meeting to order at 6:35pm
- 2. **Approval of Minutes:** Gina Finical motioned to approve the minutes from the 6/5/18 meeting. The motion was seconded by TinaMarie Simmonds and approved on a voice vote.

## 3. Recap of events:

- Graduation Night 6/8/18
  - o Good comments, especially how everyone loved the Star Spangled Banner
  - Started playing at 6:30pm
  - Had enough help with set-up and take down
  - Liked having the folding chairs
  - Mr. Rosner is thinking of some ideas on how to make the set-up simpler for 2019

### 4. Bands Day Week

- August 21<sup>st</sup>, 22<sup>nd</sup> and 23<sup>rd</sup> (Lettering points for these days)
  - o August 21st -- Brass 9am -12pm
  - August 22<sup>nd</sup> -- Woodwinds 9am 12pm
  - o August 23<sup>rd</sup> –Percussion 9am- 12pm
  - August 23<sup>rd</sup> Everyone 1pm-4pm (Gina will bring treats)
    - Instrument Rentals 8am to 9am (Mr. Rosner wants this to go to RevTrak).
      - New Instrument rental form
    - Locker assignments sometime during practice times
    - Treats last half hour each day around 11:30
  - August 23<sup>rd</sup> Parent Meeting (we did not discuss the time)

### • Station set-ups:

- o 2 Classrooms for the Wind Symphony students
  - 1 for boys and 1 for girls
  - For returning-try on Tuxes/ Dresses and make any needed adjustments
  - Take measurements for new students, order Tux Shirts
  - Julie Olson said she would help the girls

- Gina will follow up with Beth to see if there is a file with the attire inventory
  - New Attire contract to include the following:
    - Boys No Tennis Shoes, Crocs. Wear nice black dress shoes
    - Girls wear flats ONLY with dresses
    - -Students will be checked before going out the door to the stage
    - Also adding a \$5 rental fee to the contract for Tux/ Dress
    - Replacement Fee will be updated on the contract as well
- Table for Attire Purchases
  - R & D Pep Band Jacket and Concert Band Shirt (required and on one order form)
  - Gina worked with R&D on creating an online store for items like:
    T-shirts, Long Sleeve Shirts, Beanie Hats, Scarfs, Baseball Caps, Lt.
    Weight Hoodies, Winter Team Jacket, Flannel PJ Bottoms, and
    Sweatshirt Backpack-just to name a few
    - Gina will get color options and logos for these items
    - Gina had a few logos with ERBand that she will email out
    - Will try to get a sample of each item to have a parent meeting
  - \$5 cards for discounts to R&D. These cards have a code to enter on the online order and they could be worth \$5-15.
- o Table for Banners
  - Cost is \$11
- Table for Lyres, Practice Books and Flipbooks
  - Mr. Rosner to send out an email that these items can be ordered on line and will send the Smile Link.
  - Used books \$4 (night of) or \$7 new on line
  - Percussion books used \$7 or \$11 new
  - Mr. Rosner will have enough new for the Freshmen
- Table for Fundraising and Volunteer Sign-up
  - Paper Forms for Volunteers
  - Information for Fundraising—will have information for the ER Band website and it's contact page
    - Flyers for Chipotle 8/27/18 4-8pm on ERBand page
    - Papa Murphy Cards- pre order sheet. Starts 8/23 and goes until Oct 3<sup>rd</sup>. \$20 card and we profit \$15
    - ➤ Sept 17<sup>th</sup> Oct 3<sup>rd</sup> also Coffee, Cookie Mixes fundraiser
- Table for Check in
  - North Side door of Media Center
  - Need a list from Mr. Rosner of who is in what band to have proper sheets
- Table for Check out (2 tables)
  - South end of hall outside Media Center
  - Need at least 2 adults
  - One table to do the math

- One table to take the money—will take Cash, Check and Card with PayPal
- Form will have check boxes to indicate which instrument and cost associated
- o Table for Band Garage Sale Items
  - Items Mr. Rosner has collected over the years

Need Price lists for all tables for items to purchase

Refreshments after parent meeting

#### 5. Fundraising Update: Gina Finical

- Flyers for Chipotle 8/27/18 4-8pm on ERBand page
- Papa Murphy Cards- pre order sheet. Starts 8/23 and goes until Oct 3<sup>rd</sup>. \$20 card and we profit \$15
- Sept 17<sup>th</sup> Oct 3<sup>rd</sup> also Coffee, Cookie Mixes fundraiser
- Schwan's—so far \$427—26 students registered and goes until end of July. There are some Zimmerman kids involved for the Orlando trip.
- Gina did some ornament designs for a white frosted and silver flat/round.
- Gina also has submitted 3 grants for the Ann Bancroft Grant for Girls. It's a grant to help girls in the art for up to \$500. She has a couple more to submit.
- Bag groceries at Cub. The weekend open are Oct. 26-28, Dec. 21-23 and Dec. 28-30.
  Gina will check into the Dec. 21-23 weekend.
- Also Gina will confirm an Applebee's night in Feb.

#### 6. <u>Treasure's Report:</u>

#### • Students Accounts: Gina Finical

- Student account is balanced and signed off by TinaMarie Simmonds.
- Mr. Rosner must go to the bank to sign off the change of Gina Finical being now on the student account

#### • General Admin Account: Vicki Bentz

- Vicki made a budget based on what we had spent last year (Form attached)
- Please share ideas on the budget with Vicki
- TinaMarie will reach out to get the general account information to Vicki from last year
- Gina bought all 5 Military flags for \$30 dollars. Now they are ours and we won't have to go to the Legion to get them. She will need to be reimbursed.
- Need more ideas on how to improve our revenue. A couple ideas discussed were:
  - When doing waffle breakfast, can we move to fall time during the craft show or a vendor show

- A chili cook-off during the Elk River Shiver. Could sell \$5 a bowl and sell drinks.
- > Get more parents involved to help with these fundraisers
- Need to know if we received payment from the other schools for the Clinicians-Gina still has the invoices.
- Any money that was already approved for Mr. Rosner to spend, can be used how he wants to. Mr. Rosner would like to hire Clinicians for Bands Day.

#### 7. Other Items:

- Mr. Rosner would like to get t-shirts for Bands Day and other events. It would be for 125 students.
- Swing Dance is March 1<sup>st</sup>, 2019
- TinaMarie Simmonds will follow up with Adair's to see if they can have the work done by end of Sept. so we can get a group picture.
- Gina Finical overhauled the ERBand website.
- August Booster meeting will be Aug. 8<sup>th</sup> at Mr. Rosner's. Potluck at 6pm.
- Lanyards for Pep Band days to check in.
- Gina Finical will send something out on the Facebook page about the positions for Concert Attire, Social Media/Technology Coordinator, Volunteer Coordinator and the other Fundraising Coordinator.
- Website is updated for future Booster Meetings.
- We will find helpers for the Parent Night Meeting to help with attire
- 8. Meeting was adjourned at 8:45pm

#### 2018-2019 Current Board:

- TinaMarie Simmonds, President
- Jennifer Darnell, Vice President
- Vicki Bentz, General Accounting
- Gina Finical, Student Accounts
- Kim Morin, Secretary
- OPEN, Concert Attire
- Gina Finical & OPEN, Fundraising
- Kristina Nowotny, Member at Large
- OPEN, Social Media/ Technology Coordinator
- OPEN, Volunteer Coordinator