

February 6, 2019 - EXEC BOARD TOPICS

Meeting called to order _5:45__ PM_____

Attendees: Michele Sedlacsik, Eric Daubert, Shelly Orzechoski, Charlie DiCarne, Linda Cooter and by phone Jen Linwood

THINGS NEEDED TO BE VOTED ON:

Date for clothing drive - drop off on April 3rd pick up April 4th 3pm-4pm. Alternate pick up date April 5th 3pm-4pm. What room do we want to use to put bags? Will we have access to them if Charlie is not there?

We will use corner practice room. Since Charlie will not be there Michele S has a key or we can get a janitor to open

Next year's marching band budget (staff and equipment)

Percussion Caption Head - **person in charge of percussion**

Visual Consultant - **in contact with someone and money would be absorbed from Darren as he is not coming back next year**

Sound? - **Beginning of process not sure how we want to enhance our sound next year more info to come.**

Need to keep open what we will do if John goes from FT to PT and how the pay will be worked out

Vivace - Drum major leadership **register by April 1st the cost is lower - leadership decision will be made early enough for this to happen. It will be in West Chester 7/20-7/21**

Tri-M Induction - **10 kids being inducted Feb 13th at 3pm in Library**

Food for light refreshments? - **Water and baked goods**

Jazz clinicians - How much does each require in the form of payment?

Chuck Dressler (did not set a date to bring in yet) \$250

Nelson Hill (March 12) \$100 (students will pay \$5- no assist from Boosters)

Dan Monaghan (Feb 28)- \$250

Rob Kerber- FREE

Board voted to approve the \$500 from Linda C's company for volunteer hours to cover part of the expenses for clinicians. The total from the \$500 we would need is \$465. Kids will still contribute \$5 to offset the cost. We need to include a line item in the budget for this \$600-\$800 - also need to consider having a position for a Jazz Fundraiser chair.

Reaching out to Arts Alliance as well

THINGS RECENTLY VOTED ON:

Voted yes:

- Trailer - Amount taken from food truck \$7,151, and the rest taken from special fund \$2644.50 (Special fund will be reimbursed after 4/28 event)

\$9,795.50 (50% cost of trailer) to the Centennial School District

- Jazz clinician - Randy \$55
 - Now asked to pay additional \$100 - Not all voted... **Still owe him \$195. Eric will handle, cash kids paid given to Eric by Charlie this evening.**

Follow up:

- Drum Corp show - we are **NOT** hosting this
- Band banquet - Any changes for next year?? Shelly will give full financial report but we had 170 people and we have heard great feedback so great job Shelly and helpers. Yes looking to do the same next year. Shelly will look into what the process is in the event it were to snow since we are having this in the month of January. One family purchased tickets but were sick - board voted to reimburse their money. Board also voted on giving \$100 reimbursement to Kristen Ohlson as she paid for all the thumb drives for the Senior Videos.
- 2/16 - Jazz workshop - Purchase of a hot dog grill? Must pay for up front cost for catering: Craig Weckerly may have a connection for one. He will investigate
- Cavalcade and Music and Arts will pay back.
- Mansfield University - not attending
- Food truck - Charlie did you add 5/5 as rain date? Yes all is Good
- May - Memory books Recommendation was to have these handed out on a parade rehearsal day and have light refreshments so the kids can hang out and sign books etc.

Treasurer's report

- How much is in the TD account? \$86,072.81 as of 1/31/19.

Recent fundraisers:

- Poinsettia sale - students received \$3/plant
- Sticky bun sale (IG) - students received \$3.50
- Chick Fil A (IG) - \$94.06
- St. Louis trip -
 - # of students going and paid? 54 students
 - Cost as of 12/30 - \$1195
 - 2nd payment due 2/6 - \$450
 - Final payment - 3/6 - not determined yet.
 - Designer Bag Bingo (money was raised to help students - \$2,278.81
 - Hardship family given \$250 towards 2nd payment
- Activity fee?
 - All paid
- 1099 forms - What do we do with them?

Eric is completing a spreadsheet and delivering information to Kristen Deissler. She audits our accounts every year and is helping us with this process.

They need to be filed on Etides. Can confirm with friends.

St. Louis Trip - Marching Band and Jazz band

- Asked for a Tobra rep to be at the meeting. Can't come to 2/6 meeting, we are hoping that he can be here on 3/6
- No Uhaul truck needed
- Notary needed **Shelly wants to know what form they will be signing. She will be requesting updated Health History forms for all attendees as well as medication forms. Is there are specific form for consent for the trip itself??? Is that what we need the notary for? Still investigating - previous band president thinks it came from Athletic Director**
- Final parent meeting prior to trip - medicines dropped off and notary present - mandatory meeting!!
April 11th - communication will be sent
- Parent group - who should take charge of organizing this???

Dave Sharp and Eric Daubert

Jazz Workshop - **2/16** - 10:00-4:00pm Kids 900-430 What do you need from us?

- Lunch to purchase, snacks, water.
 - Directors and judges - (Charlie is ordering) - **Maggios**
 - College big band - 8 pizzas (Michele's ordering)
 - Students to purchase - still waiting on how many we can expect - then will decide what the menu looks like - only one band got back. As of right now, 7 bands total (avg. 20 students per band) - **Chips/Drinks/Pretzels/Cups/Napkins/Cookies/Pizzas**
 - Keep it simple! Soft pretzels, pizza, chips, etc.
- People to help serve - sign-up genius? **1100-200 should be out by 230**
- Pick up catering - **at Maggios - need to coordinate time**

Options

1. Maggios \$700
Hoagie Tray, Baked Ziti, Meatballs, Garden Salad, Rolls
2. Chick Fil A
3 Large Nugget Trays (feeds 25/tray) $\$85 \times 3 = 255$
5 Chicken Wraps (feeds 14 per tray) $\$48.50 \times 5 = 242.50$
2 Fruit Trays (feeds 26 per tray) $\$57.50 \times 2 = 115$
3 Salads (feeds 10) $\$30.50 \times 3 = 91.50$
Total= \$704

We would need to provide plates, cups, napkins, refreshments, chips. Do we have sternos to keep things warm?

Info from Upper Moreland:

Cavalcade paid the difference in costs between what sponsors provided and actual costs for director/clinician/judge green room catering and pizza for the Z Band students. Last year's figures:

Total Costs were:

Catering for Directors/Judges/Clinicians (Lindinger's) - \$636.00

Beverages for Directors/Judges/Clinicians (Giant) - \$26.48

Pizza for UArts Z-Band members - \$72.00 (8 pies @ \$9 ea)

Custodial charges for cleanup - \$53.00

Total Costs: \$787.48

Less M&A contribution (\$350.00)

Total Reimbursement Request from Cavalcade: \$437.48

March 29- Possible farewell concert (Lower Moreland and Tennent) with special guest clinicians. Waiting on approval- will be here if we're allowed. Would be a ticketed event \$10-15. To cover our cost for whoever we bring in (group or person).

March 30th - Convention In Philadelphia - only for Jazz students - Saturday only

April 5th - PMEA festival for Jazz (Pittsburgh) - YES!!!! - Hotel Info: **Jazz Students Thursday-Sunday**

Drury Hotel- \$169/night (includes breakfast and light dinner) - Block of rooms is reserved

Update- Due to performing the National Anthem at the Pittsburgh Pirates game Thursday night, we will be leaving Thursday morning to get there in time, sound check, etc.

Kids that make states will need to be there Wednesday along with Charlie. May need someone to travel with kids.

Hoping between cost of charter bus and hotel room, district will pay for majority of the cost.

Hoping for only students to pay \$100 (hotel and charter)

Working on itinerary currently and keeping price down

All students will be attending All State/All Eastern jazz concert Saturday evening (\$20/ticket)

Those students that made all states may need to be there Wednesday

Food truck - 4/28 - Approval given.

Meetings: January 13th - solicitation of food trucks- As of 1/31 we had 12 trucks and 6 vendors

Rain Date: 5/5

Wildwood (May 2-5) indoor color guard only

\$500 down payment was made for hotel

QUESTIONS FOR CHARLIE -

Can Memory books still be printed at school? yes.

NEW BUSINESS:

- Recruitment for 2019-2020 season - **Going to middle schools - possibly have kids represent on the concert nights, have something printed on programs, something at fine arts. Charlie has 4/23 & 4/24 set after school to go.**
- **Reveal day - when is it?** Tentative date: May 14: 6-8 Open to all students and parents. Meet in auditorium to start, talk about staff, show etc., then rehearsal a small amount while Music Boosters can talk to potential parents answering any questions they may have - **This would also be new band parent meeting**
- **Memory book signing party- see Shelly's question above**
- Clothing drive 4/3
- Nomination committee - Created now and list of perspectives is stated at March meeting.
- Elections in April

Jazz 4/25 asked to perform at behind the Lens

Treasurer - do we want to split out duties - 1 person handle all the collection/deposits of money and hand over all documentation to a book keeper that updates quick book (preferably an outside source) paid or volunteer. Possibly Could offer us a discounted rate etc.

Jen recommends starting to share some on line information with students going to St Louis to get them excited about the upcoming trip.

Fundraising -

- August -
 - 8/18 - August Car Wash - \$2117
 - 8/26 - Parent's Night Out - Crooked Eye Brewery - \$857.86
- September
 - 9/9 Food Truck - Cancelled
 - 9/12 - Chick-fil-A - WTMB - \$185.40
 - 9/18 - Candy sale - \$15.96 per bag
 - 9/15 - Mattress fundraiser - Students - \$967.50, Hardships - \$367.50
 - 9/29 - Designer Bag Bingo - Renee Weckerly - \$2,278.81
- October
 - 10/2 - Chipotle - \$235
 - 10/27 - WSO - \$256
 - November - Pie Sale - Patty Sparkevicius - \$629.00
- December
 - WSO - \$338
 - Poinsettia sale - Patty Sparkevicius
 - Sticky buns - IG
- January
 - 1/16 - Chick-fil-A - Indoor Guard - \$94.06
- March
 - WSO - 3/16
 - 3/20 - Chick-fil-A - **JAZZ**
- April
 - Food truck - 4/28 - CONFIRMED
 - Spring Car Wash - Indoor Guard - Will contact Pep Boys in January
- May
 - Food truck raindate - 5/5
 - WSO - 5/18
- Amazon smile - Gives 0.5% back on the purchase price of eligible products. Families just need to select WT as their charitable organization. We don't need to do anything else. It sounds like they will just deposit money into our account
- Test drive - trying to set one up - O'Neill on Street Rd is a possibility. I have talked to WT football to see if they would be interested in doing it before a football game. They are open to it. Since football season is over, will try to get on the calendar for next year.