 Garner Band Booster Board Meeting

Sixth Meeting 2020-2021 Season

Thursday October 15, 2020 7:00pm Zoom Call

Attendance:

Patrick Shipp Director of Bands

Amy Grady President

Tommy Watson 1st Vice President

Betsy Moll 2nd Vice President

Amy Jacobs Treasurer

Kristen Burkoski Secretary

Order of Business

(Due to a schedule conflict with Director’s school Open House our meeting was moved from 10/13 -10/15. Agenda sent out by President via e-mail approved by all)

Welcome

Attendance/Minutes

Financial & Legal- Treasurer Amy Jacobs

Director’s Corner- Director Patrick Shipp

Fundraising & Volunteers- 2nd VP Betsy Moll

* Scrip invite resent & Follow up with fundraiser explanation
* Pick a Menchie’s night prior to parent meeting?

Communications- Secretary Kristen Burkoski

* Website Prototype

Operations- 1st VP Tom Watson

New Items/Misc.- President Amy Grady

* Agenda for Parent/Booster Zoom meeting

Open Discussion

WELCOME:

Open meeting with hellos and check in on wellness as a board member is currently traveling and taking meeting out of town. Secretary makes sure that Board received recent email sent just hours before meeting on website Prototype. Lots to do so start meeting right up at 7:02pm.

ATTENDANCE/MINUTES:

Quick call for approval of last meeting minutes, President calls a motion for approval, 2nd by 1st Vice President approved by all.

[Since website prototype was just emailed out it is bumped up on the Agenda]

COMMUNICATION:

Secretary asks for everyone to look over all the different pages to check for spelling, grammatical or data issues. The challenge was to come up with proper titles and subcategories and keep the site simple with any easy flow. The prototype is just a start and leaves lots of room for us to work on. So what we see now in the future we can add more links or more categories as our Band season grows. Open Conversation: The “About Us” page Mission statement needs to be reworked for Director’s proper school title: The Board altered the Mission Statement to read: “The Mission of the GMHS Band Boosters is to continuously support the GMHS Band Director, students and their families.” To have the most important data right from the start we would will add 2 more items to the Home page under the About section. We will add 1) A coming events Calendar and 2) a “Quick News Reminder” blurb. Minor grammar spell corrects made. A few alterations on dropdown titles: under the drop down box for “About” we change the Mighty Trojan Marching Band to just read “Marching Band” to match other band titles, but keep the full title under the actual page. Under the Fundraiser/Volunteer drop down box we change “Coastal Credit Union” to read “Walnut Creek”, but leave the full title on the actual page to make sure we cover legal proper name of venue. As this discussion brings up the different payment links Treasurer asks President to add “student name” on Square link info. **ACTION ITEMS** President to fix Square payment information to include student name. 2nd VP brings up they would like to include an information document to go with NC State and Walnut Creek volunteer description. Yes this is a great idea and has been seen on other band websites and it can easily be added to those particular fundraisers. **ACTION ITEMS** 2VPwill write up a detailed job description for volunteers about what is needed to be part of the NC State and Walnut Creek jobs. Under the News/Media Page we would like to have this split into 2 categories. First At the top of the page would be “The Band Newsletter” and the tabs under that will be for the months September, October, November and so on to represent each monthly letter. The second category will be “Band Booster Board minutes” tabs to read meeting dates. One major issue discussed was the color highlight for drop down boxes and color on the text. To make sure our website is truly user friendly and meets the needs of everyone we need to change some of our color choices. All Board member even with the minor changes needed love the new site. Secretary cleared to go ahead with site after changes made to take it Live. **ACTION ITEMS** Secretary says they will update all social media accounts to remind parents of our meeting on Tuesday.

FINANCIAL & LEGAL:

Great news, was able to get all the documents needed in on time to complete our taxes for this past season. So 2020 is done! Need to send in a few last minute line items to assist the CPA. CPA says that on November 15th he will have all 4 tax returns and reinstatement letter finished.

DIRECTORS CORNER:

This past Tuesday October 13th was the school virtual open house. Told students in class to have parents not attend that meeting but to attend our upcoming Board meeting on October 20th. Gave students new music to work on that maybe by the end of semester we will have something to show for it. The students will send in their videos and Director is hopeful to take MP3 files smashed together to create a video with pictures added to share with parents what they have accomplished. Most classes are just deep discussions and going over music theory, the end of quarter is here and working on grading for it. MARCHING BAND news we could possible start to do things with students around October 26th, according to the news coming out from WCPSS sports return to play. Director needs to take a test on 10/23 to be a certified “Health Screener”, so he can screen the students. Football to start up about November 30th, games in February. Needs to talk with Principal Hillman and Sports Director Dunbar on how to proceed forward. There are instrument masks with magnetic bell covers and other PPE we will need to obtain. Outdoor rehearsal we can social distance might not need all PPE but will need for indoor. Open Conversation: Will it be a select group or Volunteer? Probably volunteer, would need to make up a form for parents to fill out giving permission. What would rehearsals look like, outside in building? Rehearsals once a week outdoors. How will we get students in to be measured for uniforms? It is probably better not to get into the uniforms, they cannot take them home, and putting on and taking off in the school will be challenging with social distance. However suggestions were made to getting some type of warm outer wear like a Garner scarf or Garner Pompom hat. **ACTION ITEM** Treasurer to reach out to Trojan club to see if they have any leftover discounted scarfs from the 50th Anniversary or possible other items we could purchase for students. **ACTION ITEM** President and Director to work on statement about return of Marching band/Pep Band for the upcoming parent Meeting.

FUNDRAISING & VOLUNTEERS:

According to Menchies the best night to hold an event is on Tuesday nights, but any night will do. Open Conversation: With certain sports return to play are we aware of any events coming up that will have families in the area? No schedules that we are aware of right now. We have Election Day coming up on a Tuesday November 3rd, cannot use that night. We have our regularly scheduled board meeting on 10th. Veteran’s day everyone off from school and work, but out of respect for the holiday we will not use that date. Decided on the November 10th date since the next morning the students will be off from school and can go out for a family night the night before. **ACTION ITEM** 2nd VP will write up a flyer for Menchies that people will need to use that night. It can be posted on our newsletter, Facebook or Website for people to bring up on their phones.

We are still working on Jersey Mike’s night, we are going to have to hand about 1000 coupons for people to take into the restaurant for us to get credit.

Minor note 2nd VP might not be able to attend next scheduled Board meeting on 10/27

OPERATIONS:

No new data

NEW ITEM/MISC: OPEN DISCUSSION:

Will be working on the Agenda for the Board/family meeting over the weekend. Do we prefer to introduce ourselves or have just Director and President address the parents? All agree to have meeting run by just the Director and President. **ACTION ITEM** President to send a power point slide of agenda to Board over weekend for approval and notes. **ACTION ITEM** President to send out the invitation of zoom call to the parents on Sunday night. Open Conversation: has anyone sent in questions off of our save the date form? As of right now only 2 questions have come back and have been about how they can get involved and join organization. Will we be recording the meeting, if so we will need to make people aware of this? Probably not going to record. Secretary what items do we want documented from this meeting for archives? Just take down the questions and answer as they come in. Then we will put that together with the President and Directors notes to archive together. It is discussed that the Board should join the meeting at about 6:40 to get everything set up and take care of any last minute updates before it starts at 7pm. Last business for the night: The date is discussed for future Board Meeting, ok if 2nd VP cannot attend. But as we have important items going on we will need to keep Tuesday October 27th 7pm as our next meeting. Agreed. Meeting ends at 8:46pm

Wrap up of ATION ITEMS AND MOTIONS

Mission statement needs to be reworked for Director’s proper school title: The Board altered the Mission Statement to read: “The Mission of the GMHS Band Boosters is to continuously support the GMHS Band Director, students and their families.”

**ACTION ITEMS** President to fix Square payment information to include student name.

**ACTION ITEMS** 2VPwill write up a detailed job description for volunteers about what is needed to be part of the NC State and Walnut Creek jobs.

**ACTION ITEMS** Secretary says they will update all social media accounts to remind parents of our meeting on Tuesday.

**ACTION ITEM** Treasurer to reach out to Trojan club to see if they have any leftover discounted scarfs from the 50th Anniversary or possible other items we could purchase for students.

**ACTION ITEM** President and Director to work on statement about return of Marching band/Pep Band for the upcoming parent Meeting.

**ACTION ITEM** 2nd VP will write up a flyer for Menchies that people will need to use that night.

**ACTION ITEM** President to send a power point slide of agenda to Board over weekend for approval and notes.

**ACTION ITEM** President to send out the invitation of zoom call to the parents on Sunday night.