 Garner Band Booster Board Meeting

Tenth Meeting 2020-2021 Season

Thursday December 3, 2020 7:00pm Zoom Call

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

Welcome

Attendance/Minutes

* Approval of minutes

Financial & Legal- Treasurer Amy Jacobs

* Chorus dept CPA?

Director’s Corner- Director Patrick Shipp

* + In person practices!

Fundraising & Volunteers- 2nd VP Betsy Moll

* Scrip- deadline 12/5; ship to home option
* Upcoming NCSU game

Communications- Secretary Kristen Burkoski

* Sign Up Genius on website
* Editing control of web page

Operations- 1st VP Tom Watson

* Scaffolding down and stored
* Other finds from storage containers?

New Items/Misc.- President Amy Grady

Open Discussion

WELCOME:

Last meeting before the Holiday break, hope everyone is ready for some down time and extra family time! Start time 7:07

ATTENDANCE/MINUTES:

Our 2nd VP is running a bit late joins at 7:10 and our 1st VP emailed earlier he was going to be late, joins call meeting 7:15. All members are in attendance. President asks does anyone want to make a motion to approve the 9th Board Meeting Minutes. **Motion** made by: Treasurer, 2nd **Motion** by: 2nd VP, approved by all.

FINANCIAL & LEGAL:

Secretary has the CPA information from the Chorus Boosters: Deborah Brown, [deborah@dbrowncpa.com](mailto:deborah@dbrowncpa.com). **ACTION ITEMS** Treasurer will look new CPA up and call her to discuss our account needs. With QuickBooks there is an app you can download to scan your invoices/receipts to send straight to me, instead of keeping your receipts. **ACTION ITEMS** Treasurer will send out an email to all of us to show you how to use QuickBooks app for invoices.

DIRECTOR’S CORNER:

Director Mentions that the Dance department is selling chocolates as a Fundraiser. With teachers the only ones in school right now surprised how often he sees teachers with boxes of chocolates walking to their cars. Maybe we should try selling Chocolates in February, just in time for Valentine’s Day? PPE: Our Wake county purchased PPE’s have arrived and we had our FIRST instrument playing meeting with students after school today. The masks for the Flutes not coming in and we got the wrong Bell covers. We are only allowed 30 minutes of indoor practice before we have to clear out the room. It’s a work in progress with kinks to still to work out, but it’s a start! Open Conversation: Not all the students who signed up for meeting showed. Maybe it’s an issue for families to get their students to school after hours? Maybe when kids are back in school in the New Year we will have more in attendance. Since we are limited on the number of students in your classroom can we get access to the Auditorium to get more students in? It is a possibility, but again have to look into the 30 minute of play before we have to clear the room. Listening to the Principal messages about student participation and turning on their screens it sounds like class Participation is still way down. As the Board we will do what we can to help discuss with our children and our friends the importance of band participation

FUNDRAISING & VOLUNTEERS:

NCSU: We had a pretty successful first NCSU game, we were able to earn $750.00. We have been asked to do one more NCSU game this weekend (12/5) to cover for a group who had to back out. We have all the people we need to run it and including 1 extra, Scott Fringer who has asked to be trained as a Lead. Scrip: we had a big order for our 11/21 physical card deadline however it was mostly made up of about 4 people. Open Conversation: Can you break down the orders taken in so far to see, how many total purchases have been made? How many people so far made purchase’s and total’s earned? As of right now it appears that the only people taking advantage of this are board members or family members of board members. Last date for physical cards ordered is this weekend 12/5 and there is only 1 person in cue. Lowe’s Foods: The flyer was made for the webpage including a document to fill in before making a payment and has already been loaded to the site. Open Conversation: what is the minimum we need to place our order? Is this the minimum needed to be met with every order after that? Each order placed must be $500 before the cards are shipped. We cannot put this up on our webpage and have people wait weeks, months before we reach the $500 minimum. Can we make it mandatory that each family commits to a minimum purchase of even the smallest value? Garner High has never and cannot make a mandatory fundraiser requirement. Even though other bands in the area do require a mandatory fundraiser commitment, we cannot make it work here. Maybe we can send out a questionnaire to see if anyone would be interested? **ACTION ITEMS** 2nd VP to send out a questionnaire for families to express their interest in this new fundraiser. **ACTION ITEMS** Secretary will take down the current Lowes Food payment link and form from website. President discusses the possibility of a “Phone Tree” in the New Year. That each board member gets a list of people to contact. To touch base with our families, make sure they are getting the right communications sent out and discuss our Fundraiser possibilities.

COMMUNICATION:

Please make sure in the future that if any SignUp Genius forms are to be sent out to families that the Secretary gets it first to load to the website before emailing it out. Social Media: Now that we have all of our accounts situated what are the guidelines we want to set in regards to what is said, how it’s said and of whom? What would we like tweeted or re-tweeted? Open Conversation: Director of Bands; I would like for the accounts to be about Bands, music, any music related items. Our band students their success’s, other bands success’s. This is our networking platform for the Arts and we will promote them as much as we need them to promote us. Do we want a page on the website dedicated to our students and their success stories? No. prefer to leave those items on Twitter and the “Live” twitter feed to remain on the front page of the website.

OPERATIONS:

Scaffolding: Came down without any problems, basically fell apart quite easily. Not sure if we want to use it again? [The date 11/21 to take down the scaffolding was set so that the Director and the 1st VP could work together to see what items we have and don’t need in storage units.] Open Conversation: Can we sell the Scaffolding? Maybe. Are we sure we don’t want to hold on to it? Scaffolding is a relic from a by gone age. If we ever need to see the band from up high we could just use a Drum Major stand. What else did we find in the Truck and storage unit? LOTS AND LOTS of music stands, which we don’t need anymore. Maybe we can sell them with the Scaffolding? Could we try and find a school that might need them we could donate them to? That sounds like a better idea, there must be a school in need out there. There were also miscellaneous drum parts nothing worth having and boxes filled with cables. We also found 2 Drum Major podiums. There are 2 in the truck and 1 in the Band room, but they are in need of some fixing. We will fix that at a later time, this semester and year is for surviving. Next semester, next year is for fixing. We should set up a Spring Cleaning date this Spring to get rid of what we don’t need anymore

NEW ITEM/MISC:

Look into the possibly selling chocolates in February

Phone Tree

OPEN DISCUSSION:

What about our Monthly newsletter? We have not published anything since November? We really have not had much news to update on. We should change the newsletter to state Volumes instead of calling it Monthly. **ACTION ITEMS** Secretary to fix the website news header, switch it to Volume 1 September, Volume 2 November, Volume 3 coming soon. Director of Bands has a Leadership meeting on Tuesday then Thursday we will have our first Marching Band interest meeting.

Wrap up of ATION ITEMS AND MOTIONS

**ACTION ITEMS** Treasurer will look new CPA up and call her to discuss our account needs.

**ACTION ITEMS** Treasurer will send out an email to all of us to show you how to use QuickBooks app for invoices.

**ACTION ITEMS** 2nd VP to send out a questionnaire for families to express their interest in this new fundraiser.

**ACTION ITEMS** Secretary will take down the current Lowes Food payment link and form from website.

**ACTION ITEMS** Secretary to fix the website news header, switch it to Volume 1 September, Volume 2 November, Volume 3 coming soon