

Warrior Band Boosters General Meeting Minutes

Date: August 22, 2013
Location: Room 10-104
Meeting called to order: 7:05 pm
Attendance: Approximately 35

Booster President Kate Tierney called the meeting to order and welcomed everyone in attendance.

The minutes from the May 16, 2013, Booster meeting were distributed prior to the meeting via email. The minutes were approved on motion from Susan Taylor, seconded by Harvey White.

PRINCIPAL INTRODUCTION

Kate introduced new JHS Principal Daniel Frank, who was in attendance. Mr. Frank thanked the Band Parent Organization for all it does for the students. Mr. Frank has found the students at JHS to be really incredible and very helpful. Mr. Frank says his door is always open; he is at the school from about 4:30am to 7:00-8:00pm. Mr. Frank thanked the band parents for inviting him to the meeting.

TREASURER'S REPORT – Rose Lynch

Rose welcomed all new parents in attendance. She introduced assistant treasurer Gina Phinney and pointed out that any questions about student fundraising accounts can be directed to either Rose or Gina.

Purchasing Rules

Rose reiterated the rules for making any purchases for the band program in which you expect to be reimbursed:

1. You must have approval from Mr. Larkin PRIOR to the purchase. (Please copy treasurer Rose Lynch on correspondence to keep her in the loop.)
2. We cannot reimburse sales tax.
3. We can only reimburse up to \$250 per transaction. Purchase over \$250 require a purchase order.

Budget Report

We have a short report this month. We are starting out with a surplus for the first time in many years!

- We do have some new expenses this year. Cisco Hance is helping with the Percussion Ensemble class, and Mr. Larkin is hiring someone to help with the Color Guard class.
- We are getting ready to purchase a used tuba for \$1,600, which is a great deal.
- We have already sold six sponsorships that require banners – four for \$500 and two for \$1,000.
- Coupon books are selling very well at the Jupiter Farms Publix. We are trying to get more dates and locations where we can sell at storefronts. Unfortunately, the Town of Jupiter has a policy preventing these types of sales. If anyone has any ideas for businesses that would let us sell in front of their stores, please contact Rose or Michelle Kellogg. There was a question regarding the use of the Joseph's Classic Market coupon in the book, and it was noted that it is accepted at Palm Beach Gardens Publix stores only.
- We are still trying to collect about \$6,000 from fees from last year. Most of those students are not in band this year, but there are a few who have low balances who are participating. All of these

students have been added to the school's obligation list. They have also been sent all fundraiser information so they can participate in our fundraisers to pay off their balance.

- We have about \$24,000 in fees that have been charged this year that have not been collected yet.
- It was requested that payment deadlines be added to the online calendar as they were last year. Debbie Wiley will do this.
- If anyone has any concerns about Fair Share or Fundraising Commitment payments, they should contact Rose Lynch.

SPIRIT VOLUNTEER COORDINATOR – Stephanie Schulz

Kate introduced Stephanie Schulz, who is in charge of coordinating volunteers for Spirit of Jupiter rehearsals and competitions, as well as coordinating travel for the group.

Stephanie noted that an email was sent last week asking for August rehearsal volunteers. Volunteers can email Stephanie for shifts, or signup sheets are located on the volunteer bulletin board, which is on the right wall just inside the band room doors. Rehearsal volunteers are requested on a monthly basis via email and signup sheets.

Stephanie pointed out that a parent does not have to have a student in the marching band to volunteer. For example, we need many people helping with the Concessions stand during football games.

It is also not necessary to have medical training to volunteer for Spirit rehearsals. Stephanie noted that we do not call parents regarding medical issues until volunteers have talked with Mr. Larkin. Chaperones mostly watch for overheating. Susan Taylor will look into setting up another night of medical training for volunteers.

Regarding the volunteer credit for student fundraising accounts, if parents think they have worked enough hours for the credit but do not see it on their statement, they should contact Susan Taylor. It is VERY important that volunteers sign in/out with activity coordinators in order to get credit for their volunteer hours. If parents do not sign in, we cannot guarantee they will be credited with the hours.

All volunteers need to register with VIPS if you will be volunteering in any capacity on campus or traveling with students. Field trip chaperones must be cleared in advance of the trip. You can register at any school, but you must register for this school year, even if you registered last year. It is no longer necessary to request registration at multiple schools.

New band parent Jamie Lindquist took a moment to encourage parents to volunteer, noting that it is not hard and it's a great way to meet people.

There are LOTS of ways to volunteer – please read your emails!

We are looking for help in these specific areas:

- Middle School Night Coordinator: Friday, November 1st
We have a checklist and instructions from past events. We would like to pair a new parent with an experienced parent. This is our biggest recruiting night!
- Jamie Lindquist volunteered to help. *After the meeting, Michelle Kellogg also offered to help.*
- Cheesecake Fundraiser Helpers: September 20-30
We have a chair for this event, but we need at least two more volunteers to help. This is one of our bigger fundraisers of the year; last year, we sold \$10,000-11,000 in product. We need help counting and placing the orders, unloading the truck and distributing the product the day the it arrives.

- Mixed Bag Designs Fundraiser Coordinator: September 20 - October 4
This is a traditional catalog fundraiser that requires counting orders, submitting an order to the company, and distributing the product.
- Honda Classic Birdies for Children: October 1 - February 24
Bonnie Welsh is chairing this fundraiser, but we would like someone new to help her and take it over next year.
- Dine for Cash
We did this last year but do not have a coordinator yet for this year. This is a program that we set up with local restaurants where we dine on a specific night and part of the proceeds are donated by the restaurant back to the band.

If you are interested in any of these opportunities, please contact Kate Tierney at katetch01@aol.com.

UNIFORMS – Harvey White

Parent/Volunteer Shirts

The company (GTM) we used last year to order the parent/volunteer shirts no longer carries the same shirt. Country Tees does carry similar shirts (green only) for \$18 without the embroidery. Embroidering the JHS Band logo is an additional \$16-18. We will place a bulk order with the show shirts to get the shirts, but parents will be responsible for getting the shirts embroidered.

Spirit Uniforms

- Show shirts will be ordered once a decision on a show logo has been made. (The logo is on the back of the shirt.) These shirts are part of the Spirit of Jupiter uniform, and one shirt is provided to each student as part of the Fair Share.
- Harvey will need help this Monday night for the dress rehearsal to fit shakos.
- If you have not already had bibbers hemmed, NOW is the time to do it!
- Thank you to Jamie Lindquist for coordinating the bulk order for Vipers.
- Color Guard costumes have been ordered, and they should arrive by the football game.
- Gloves and garment bags are on order and should arrive soon. Gloves should be available for Monday's dress rehearsal and are \$5 per pair. We always have extra gloves and black socks for sale prior to games and competitions. Garment bags will arrive later, but they are not really necessary until the first competition.
- All instrumentalists should have received a uniform contract when they were assigned a uniform. It should be signed by parent and student and returned. Harvey reminded everyone that jackets should be dry cleaned, but bibbers could be washed t home.

Concert Uniforms

- Uniforms for concert season are tux shirts and tux pants for boys and tux shirts and tux pants or skirts for girls. Cummerbunds, bowties and Wind Ensemble jackets are provided (on loan for concerts) by the school. Regular black pants, skirts, and shirts are not permitted. Uniform pieces can be purchased at Professional Images in North Palm Beach or online. More information will be provided in a few weeks.
- Percussion Ensemble students will be assigned to Symphonic Band or Wind Ensemble for performances within the first few weeks of the school year, so they will be responsible for purchasing the corresponding concert uniform.

- Band pictures are scheduled for November 14-15, and everyone must have their concert uniforms by then.

HOMECOMING – Bonnie Welsh

The theme for the band's Homecoming float is "Under the Sea Orchestra." We are trying to keep costs to a minimum because we have no budget for the float. We do need help building the float from students who are not in marching band and all parents. We have room for a few students to ride on the float. Bonnie does have a senior who will be a mermaid on the float. We're not sure if we will have a 20' or 30' trailer to use for the float.

We also need candy donated to distribute during the parade.

Donna Ferrara has been instrumental in helping design and put together the float.

We do this so band students who are not in marching band can participate in the Homecoming parade.

After the parade, the Homecoming Carnival is held on campus. We run a concession stand and will need parent volunteers for that.

Please contact Bonnie Welsh a bfwelsh@hotmail.com if you'd like to help with Homecoming activities.

FUNDRAISING

Enjoy the City Coupon Books – Bonnie Welsh

We sold 83 coupon books at the Jupiter Farms Publix last Sunday, and we will sell them again this Sunday. Signup sheets are available on the Volunteer Bulletin Board. Students will receive a portion of the sales, and parent volunteers will receive hours towards the volunteer credit.

Unfortunately, the Town of Jupiter has a rule about selling items outside businesses, as we found out while determining if we could sell coupon books in front of Sports Authority. If anyone knows of any other businesses that would allow us to sell coupon books, please contact Bonnie. It was suggested that we look into selling at the Tequesta Publix.

Macy's Shop for the Cause - Bonnie Welsh

Unsold coupons are due back tonight to Bonnie. She needs to return them to Macy's.

FOOTBALL GAMES

Stands Support - Ben Carman

Ben Carman needs 4-5 volunteers to help distribute water to the kids in the stands during the football games. Contact Ben to help and meet at 6:30 the night of the game.

Concessions - Tommy Schulz

We have the best food at the football games, so be sure to eat at the game! An email was sent out yesterday to contact Tim Kellogg if you are interested in helping with concessions or cooking food. We man both the home and away stands and need a lot of help - 12 people per game. We like to have enough people so no one has to work the entire game. All concessions profits go to the band's general fund, but volunteers earn hours towards the volunteer credit.

CONCERT PROGRAM ADS

We would like to sell business ads and "love notes" for our concert programs. We will use the same program for all concerts and have a different insert specific to each concert. Bill Mallette has offered to work on this, but we are looking for a parent of a student who is not in marching band to co-chair.

We need an advertising form so we can start soliciting ads. We are looking at an advertising deadline of October 1-15.

Adrienne Avallone offered to put the program together.

JUPITER PERFORMING ARTS FUND (JPAF) - Sheril Jalm (president)

Sheril explained how JPAF was started by former band parents to support music education in Jupiter's public schools. In three years, JPAF has donated approximately \$20,000 in funds, scholarships and instruments. They recently provided the new drum major podium to JHS with assistance from a grant from Jonathan's Landing. They are now working on starting a violin program at Jupiter Elementary.

Their first fundraising event of the school year is the 2nd annual "Talk Like a Pirate" event on Thursday, September 19th at 6:30-8:30pm at Bubba Gump's Jupiter Inlet Patio Bar. The cost is \$15 per ticket (in advance), which includes light appetizers and a "piece of eight" good for one libation. There will also be a silent auction. Tickets are \$20 at the door.

JPAF's Annual Gala, a concert from jazz/cabaret singer and composer Ann Hampton Callaway, will be held at the Borland Center this year on Saturday, January 25, 2014.

JPAF has donated several instruments to Jupiter schools through their New Life for Old Notes program. JPAF accepts used instruments, refurbishes them, and donates them to the schools.

The first JPAF meeting of the year will be held on September 5th at 7pm at the home of Robin Sykes. Contact Sheril at president@jpaf.org for directions if you are interested in attending. We welcome all volunteers, and we are especially looking for grant writers!

There is additional information about JPAF on their web site, www.JPAF.org.

BAND BANQUET

We usually hold our banquet the last Saturday in April, but that date is already booked for a wedding. We are considering an alternate date of Friday, April 25th and wanted input from other parents before booking the date.

Those in attendance agreed that there might be a bit of an issue with time allowed for decorating, but we should proceed with the 4/25 date.

ATHLETIC BOOSTER MEETING

The Athletic Boosters invited band parents to attend their recent meeting, and Kate Tierney and Rose Lynch attended to represent the band. They are very impressed with the band and had many good things to say. They would like to work more with us. In particular, they would like more "dynamic" pictures of the band for their athletic program.

There were parents who expressed frustration with the lack of time the band got on the football field last year. One suggestion was to ask if the band could perform their entire show on the field after the games.

FUNDRAISING - Michelle Kellogg

Please contact Michelle to pick up Enjoy the City Coupon books.

The Mixed Bag Designs fundraiser will start September 20th. This is one of our easier fundraisers. They have a lot of merchandise in their catalogs.

Be sure to read your emails about fundraising information!

MONTHLY CONSTRUCTIVE CRITICISM

Band Camp Comments

- 8am to 9pm are very long days, especially in August.
- Has the band considered an "away" band camp?
There is an issue with parent volunteers, who would also be needed for away camps. Cost would be in addition to Fair Share, but we are open to proposals!
- Why the schedule spread out throughout the summer?
Band camps are scheduled based on availability of the school and the band director.
- Students/Parents are disappointed that their summer is cut one week short.
This is true, but it is also a seamless transition for new students into the first week of school. Band students are at an advantage in getting lockers because they are already on campus, and many 9th graders don't even know about locker purchases until Warrior Welcome.
- Lunches: good feedback - we need to advertise in our emails that vegetarian options are available.

Parent Preview

- We ran out of food; we ordered 40 pizzas but could have ordered another 10. It was suggested that we ask for an RSVP so we have a better idea of attendance for food.
We could put together a form and ask that the form (with RSVP) be turned in with the money.
- It was suggested that we also order one-topping pizzas, and we received a donation to do so next year. Another suggestion was to order a few pasta trays - pizza for the kids and pasta for adults.
- There was a concern that students/families were asked to pay for the food served at parent preview.
In the past, we have received money from the principal to help us pay for food. With the new principal this year, we weren't sure if we were going to get any money, so we split the cost among students. In the future, we could increase the Fair Share to cover this, but most in attendance agreed that collecting \$5 per student was fine.
- A question was asked if there were any students/families who did not pay.
There were fewer than ten students, and they will be charged through their fundraising accounts.
- Many enjoyed the new format where parents learned how to march.
- It was suggested that the kids be able to do their preview show on the football field.

MISCELLANEOUS

- A parent noted that there are several trophies in the front office and asked if the band could put its very large trophy won a couple of years ago in the office.
- It was raining very hard during the meeting, and the students will still outside marching. It was noted that the kids will have to get used to performing in the rain (in the absence of lightning) because it might happen during an actual performance.

UPCOMING EVENTS

- Macy's Shop for a Cause – August 24
- Spirit Mini Camp – August 24 from 1pm-9pm
- Spirit DRESS REHEARSAL – August 26 from 5:00-8:45pm - Bring all uniform pieces
- LTM - August 29
- Spirit Rehearsal – August 29 from 5:00-8:45pm
- Football Game – August 30
- JHS Open House – September 10

ADJOURNMENT

The meeting was adjourned on motion by Sharon Warwick and seconded by Tommy Schulz.