



**John Champe High School Band Boosters Association
Meeting Agenda/Meeting Minutes**



| JCHS Band Boosters Association Meeting | |
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| Date of Meeting: | May 1 st , 2019 |
| Time: | 7:00 PM – 8:00 PM |
| Location: | John Champe High School Band Room |
| Purpose of Meeting | |
| Regular meeting of the John Champe High School Band Boosters Association. | |
| Agenda | |
| 1. Meeting Call to Order | |
| 2. Reports of Officers | |
| <ul style="list-style-type: none"> a. President’s Report (Mark DeVol) b. Secretary’s Report (Aimee Norwood) <ul style="list-style-type: none"> i. Presentation of April 2019 Meeting Minutes c. Treasurer’s Report (Kathy Bradshaw) d. V.P. of Operations Report (Tiffany Johnson) e. V.P. of Logistics Report (Steve Carroll) | |
| 3. Band Director’s Report | |
| <ul style="list-style-type: none"> a. Upcoming Events b. Other Items | |
| 4. Reports of Committees | |
| <ul style="list-style-type: none"> a. Fundraising (Rachel Chintala) <ul style="list-style-type: none"> i. Update on Corporate Sponsorships Plan (Meredith Muller) ii. Spirit Wear (Andrea Carroll) b. Hospitality (Karin Anthony) <ul style="list-style-type: none"> i. Pancake Dinner ii. End-of-year banquet c. Uniforms (Andrea Carroll) d. Website & Social Media (Jennifer DeVol) | |
| 5. New Business | |
| <ul style="list-style-type: none"> a. Marching Band Registration and Workshop | |
| 6. Upcoming Events | |
| <ul style="list-style-type: none"> a. 5/2/2019 to 5/4/2019: Shrek the Musical b. 5/3/2019 & 5/4/2019: LCPS Jazz Assessment c. 5/21/2019 7:00 PM – 8:30 PM: Spring Concert (Willard Band 9 & JCHS Concert 4) d. 5/22/2019 7:00 PM – 8:30 PM: Spring Concert (Willard 8th Grade Band & JCHS Concert 3) e. 5/29/2019: Pancake Dinner before Spring Concert f. 5/29/2019 7:00 PM – 8:30 PM: Spring Concert JCHS Auditorium (Champe Concert 2,3,4) g. 6/2/2019: 5:00 PM – 9:00 PM (JCHS Cafeteria) | |
| 7. Upcoming Association Meetings | |
| <ul style="list-style-type: none"> a. 5/1/2019 6:30 PM – 7:00 PM: Executive Committee Meeting (Band Room) b. 5/1/2019 7:00 PM – 8:00 PM: Band Boosters Association Meeting (Band Room) c. 6/5/2019 7:00 PM – 8:00 PM: Executive Committee Meeting (TBD) d. 7/10/2019 7:00 PM – 8:00 PM: Executive Committee Meeting (TBD) e. 8/7/2019 7:00 PM – 8:00 PM: Executive Committee Meeting (TBD) f. 9/4/2019 6:30 PM – 7:00 PM: Executive Committee Meeting (Band Room) g. 9/4/2019 7:00 PM – 8:00 PM: Band Boosters Association Meeting (Band Room) h. 10/2/2019 6:30 PM – 7:00 PM: Executive Committee Meeting (Band Room) | |

- i. 10/2/2019 7:00 PM – 8:00 PM: Band Boosters Association Meeting (Band Room)
- j. 11/6/2019 6:30 PM – 7:00 PM: Executive Committee Meeting (Band Room)
- k. 11/6/2019 7:00 PM – 8:00 PM: Band Boosters Association Meeting (Band Room)

8. Meeting Adjournment

JCHS Band Boosters Association Meeting Minutes

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|-------------------------|-----------------------------------|
| Date of Meeting: | May 1, 2019 |
| Time: | 7:00 PM – 7:53 PM |
| Location: | John Champe High School Band Room |

Purpose of Meeting

Regular meeting of the John Champe High School Band Boosters Association.

Minutes

1. Meeting Call to Order

Minutes:

- **Call to Order:** Meeting called to order at 7:00pm.
- **Present:** Mark DeVol, Aimee Norwood, Kathy Bradshaw, Tiffany Johnson, Andrea Carroll, Jennifer DeVol, Peter Mitchener, Karin Anthony, Mr. Carr, and Jessica Ruper

2. Reports of Officers

- a. President's Report (Mark DeVol)
 - i. Vote on amended Association Bylaws
- b. Secretary's Report (Aimee Norwood)
 - i. Presentation of April 2019 Meeting Minutes
- c. Treasurer's Report (Kathy Bradshaw)
- d. V.P. of Operations Report (Tiffany Johnson)
- e. V.P. of Logistics Report (Steve Carroll)

Minutes:

- **April Meeting Minutes:** Motion to approve by Kathy Bradshaw; second by Tiffany Johnson. Minutes were unanimously approved for April 3, 2019 meeting.
- **Budget.** \$4K received. All funds have been paid to the school, including the donut fund. All the kids accounts have been credited. Need debit card from Kathy for away games.
- **2019-2020 Calendar.** Next year's calendar is on Charms.com. Will begin coordinating other events such as Band Camp and fundraisers. Will also post to web site. Likely will have Friday before Labor Day off. Recommendations for taking the SAT are also noted on Charms.
- **Persistent IM Tool and Volunteers.** Mr. Philip added to the Band Registration form for volunteers. Will ask volunteers to communicate via Slack app. Will send out separate email for Pancake Dinner and Matching Contribution from Corporate.

- **Band Director's Report**

- a. Upcoming Events
- b. Other Topics

Minutes:

- **Upcoming Events:** Shrek musical this week; Percussion Concert (May 10) with the Music Honor Society involved; Spring Concert (May 29).

- **Reports of Committees**

- a. Fundraising (Rachel Chintala)
 - i. Spirit Wear (Andrea Carroll)
- b. Hospitality (Karin Anthony)
 - i. Pancake Dinner

- ii. End-of-year banquet
- c. Uniforms (Andrea Carroll)
- d. Website & Social Media (Jennifer DeVol)

Minutes:

- **Pancake Dinner.** Recommendation from someone who has hosted similar event, suggested as a nonprofit, could buy pre-made pancakes from Restaurant Depot. Consider selling tickets in advance \$5/ticket. Intent is to build community, both with the band parents and the extended community while the kids are getting ready and to attend the concert afterwards. Dinner 6:00pm start with setup beginning a 4:30pm.
- **Spirit Wear.** Will sell at Spring Concert on May 29. Will begin planning for next year's merchandise in June. Turnaround from vendor is two weeks.
- **End of Year Banquet.** Considering food trucks or catering (e.g., Moe's, El Fresco, Manhattan Pizza, Marco's Pizza). May combine with a partial potluck. Intend to contact Bach to Rock to request a DJ at no cost to the school. By May 15, will have plan developed. Will have a photo booth with props. Mr. Carr and Mr. Philip will take care of the plaques and awards from Crown Trophy.
- **Uniforms:** After the Spring Concert, would like to collect the uniforms. Also intend to measure for uniforms, jackets, and shoes for next year in late May. Exploring options for new uniforms next year.

3. New Business

- a. Marching Band Registration and Workshop

Minutes:

- **Marching Band Registration and Workshop.** Will want to determine what stations we need. Considering incentives for families to participate.
- **Band Registration:** Intend to send email this weekend.

4. Upcoming Events

- a. See agenda above

5. Upcoming Association Meetings

- a. See agenda above

6. Meeting Adjournment

Minutes:

- **Adjourned:** Meeting adjourned at 7:53pm.