



**John Champe High School (JCHS) Band Boosters Association  
Meeting Agenda with Meeting Minutes**



JCHS Band Boosters Association Meeting	
<b>Meeting Date / Time / Location:</b>	August 7, 2019 in John Champe High School Auditorium
<b>Meeting Purpose:</b>	Regular meeting of the John Champe High School Band Boosters Association
Agenda with Meeting Minutes	
<b>1. Meeting Call to Order</b>	
Meeting called to order at 7:00pm	
<b>2. Reports of Officers</b>	
<b>President's Report (Tiffany Johnson)</b>	
<ul style="list-style-type: none"> <li>A. Introduction of Executive Board</li> <li>B. Introduction of Committee Chairs</li> <li>C. Work Plan 2019-20</li> </ul>	
<u>Minutes:</u>	
1) We endeavor to operate in a meaningful way for all that are part of "the Band." That is inclusive of the both the Concert Band, the Color Guard, and the Marching Band.	
<b>Secretary's Report (Aimee Norwood)</b>	
<ul style="list-style-type: none"> <li>A. Presentation of May 2019 Meeting Minutes</li> </ul>	
<u>Minutes:</u>	
1) Motion to approve minutes made by Meredith Muller and second by Chris Ihara.	
<b>Treasurer's Report (Kathy Bradshaw)</b>	
<ul style="list-style-type: none"> <li>A. Presentation of 2019-20 Budget</li> <li>B. Presentation of Bank Balances May-July 2019</li> </ul>	
<u>Minutes:</u>	
<ul style="list-style-type: none"> <li>1) Beginning budget is \$21, 696. We have a goal to raise \$30,000 to cover expenses for the school year.</li> <li>2) Presented the 2019-2020 Budget.</li> <li>3) Motion to approve budget made by Nona and second by Tim Hyer</li> <li>4) Presented Bank Balances for May-July 2019.</li> </ul>	
<b>V.P. of Operations Report (Marnie Dawson)</b>	
<ul style="list-style-type: none"> <li>A. Welcome to the position</li> </ul>	
<u>Minutes:</u>	
1) Welcome Marnie Dawson to the V.P. of Operations role.	
<b>V.P. of Logistics Report (Steve Carroll)</b>	
<u>Minutes:</u>	
<ul style="list-style-type: none"> <li>1) Truck rental savings of 50%.</li> <li>2) Please be on the look out for sign ups to chaperones.</li> </ul>	

**Representative (Peter Mitchener)**

Minutes:

- 1) We are in need of volunteers.
- 2) We have Ms. Anderson and Sydney (a former color guard member) providing instruction to Varsity and JV color guard.
- 3) Anticipate 3 to 5 overnight trips. Varsity will be traveling to Dayton, Ohio.
- 4) Fees for Varsity will be \$800-\$1,000. Fees for JV will be \$300-\$400.
- 5) Try outs will be hosted in October.
- 6) Link your Harris Teeter card to JCHS Band Boosters. The code is 6532. Can do so at the register or customer service. A percentage of your sale goes to the band,
- 7) Amazon has a fundraising site (Amazonsmile.com vs Amazon.com) that you can also link to the Champe band.
- 8) Spring Trip hasn't yet been confirmed. May be the Smoky Mountain music festival, University of Tennessee, Chicago, or Atlanta.
- 9) Ledger for your student for band use.

**3. Band Director's Report**

**Mr. Phillip**

- A. Charms instructions
- B. National Concert Band Festival: Scott Casagrande will be reaching out to coordinate
- C. All District Band will be January 30, 31, and February 1

Minutes:

- D. Drill and Marching Band play as one set. It is important for every individual to be present or there will be a hole in the lineup. Request that students not miss drill and that appointments are scheduled outside of band hours.
- E. Charms is the primary mechanism for billing and staying informed. Update your contact information (email and cell phone numbers) to ensure you receive messages from band (e.g., when schedules change). Add as many contacts as you'd like (even grandparents).
- F. Sync the ChampeHSband calendar to your phone.
- G. Login to student Parent Vue. Able to see if inventory is checked out by your student. Can also view fees and payments and fundraising credits.
- H. Our band fees (\$375) are the lowest band camp fees in the area.
- I. Band will be taking 7 buses this year to competitions, leveraging the Band Booster budget. Student fees go through the school.
- J. On the calendar, click on hand to sign up and to view others who have signed up.
- K. National Concert Band Festival: Scott Casagrande will be reaching out to coordinate
- L. All District Band will be January 30, 31, and February 1

**Ms. Collins**

Minutes:

- 1) N/A

**4. Reports of Committees**

**Fundraising (Rachel Chintala)**

- 1) Mattress Sale, August 18
- 2) TAG Day, September 7
- 3) Krispy Kreme
- 4) Spirit Nights
- 5) Wreath Sales
- 6) Additional opportunities

1. Shop with Scrip
2. Amazon Smiles
3. 50/50 Raffle
4. Employee Matching

Minutes:

- 1) Mattress Sale - Steven McCarthy. Sale will be August 18 from 10am to 5pm. There are 1,000 mattress customers in our area who need a mattress. Because there are no advertising costs, you save \$50-\$2500. In addition to mattresses, there are also pillows and massage chairs for sale. 12 months financing available. The purchase of a queen mattress equates to \$100 for your student's account and a Massage Chair results in \$300 in your student's account. Promote it by personal invitation. Write your student's name on the top off the flyer.
- 2) Need drivers for Tag Day. Kids go soliciting door to door. Please sign up via the Sign-Up Genius for the routes listed.
- 3) Krispy Kreme donuts are \$5.50 per dozen.
- 4) Wreath Sales benefit individualize who makes the sale.
- 5) Scripts offers Starbucks, Panera, Walmart, and many other gift card options. Pays for trip fees. Shipping costs us \$8.50. Purchase in advance. Please sign up.

**Sponsorship Coordinator (Meredith Muller)**

- A. Corporate
- B. Friends and Family

Minutes:

- 1) Sponsorships allows us to keep fees low.
- 2) Corporate sponsorship opportunities range from \$2,500 to \$7,500.
- 3) Friends and family sponsorship/donation opportunities range from \$25 to \$1,500.
- 4) Our first corporate sponsor is Mobile Medical,
- 5) Volunteer matching donations are offered by many companies (e.g., Microsoft, Booz Allen Hamilton). Please check with your firm to see if they offer.

**Spirit Wear (Andrea Carroll)**

Minutes:

- 1) We have car window stickers.
- 2) Square up is our new Band Boosters spirit wear site. There are 3 logo choices. Will take orders through the month of August.
- 3) To order Band parent shirts, we need a minimum quantity of 12 for the order. Cost is \$35 per shirt.

**Hospitality (Karin Anthony)**

i. Kona Ice, August 13th, 5pm

Minutes:

- 1) We host a number of events throughout the year.

**Photography/Videography (Jay Bradshaw)**

Minutes:

- 1) Looking for photographers to shoot any photos that you are able.

**Uniforms (Andrea Carroll)**

Minutes:

- 1) Please find shoes if your student brought them home. Let us know within the week. Also need white gloves and black socks.

### **Website & Social Media (Chris Ramirez/Mr. Carr)**

#### Minutes:

- 1) Facebook Marching Knights page is mainly operated by the students. Also have a Band Boosters page on Facebook.

### **New Student Coordinator (open)**

#### Minutes:

- 1) Arjun is the new student coordinator.

### **Props/Pit Crew/Drivers (Tim Hyer)**

#### Minutes:

- 1) Drivers are needed for performances. Includes picking up and returning the rental truck before and after performance.
- 2) We have 250 marchers with instruments and big signs to breakdown, so help is needed with props and pit crew.
- 3) If able, bring with you: work gloves, small flashlights or headlights.

### **Chaperone (Yaneth Bonilla)**

- i. DCI Viewing Party

#### Minutes:

- 1) CharmsLink “buy an event” is an opportunity for advisement.
- 2) Will only send two emails per week.

### **3. New Business**

#### Minutes:

- 1) Mr. Phillip thanked the parents and noted how Band provides the entire community to grow together.
- 2) Band is now 250 persons; 23 of who are first new marchers.
- 3) We are planning to host 50/50 raffles during football games.

### **4. Meeting Adjournment**

Meeting adjourned at 8:00pm

### Upcoming Meeting Reminders

Executive Committee Meetings @ 6:30pm-7:00pm	Booster Member Meetings @ 7:00-8:00pm
<ul style="list-style-type: none"> <li>● Sep 11, 2019</li> <li>● Oct 2, 2019</li> <li>● Nov 6, 2019</li> <li>● (no Dec meeting)</li> <li>● Jan 8, 2020</li> <li>● Feb 5, 2020</li> <li>● Mar 4, 2020</li> <li>● Apr 1, 2020</li> <li>● May 6, 2020</li> </ul>	<ul style="list-style-type: none"> <li>● Sep 11, 2019</li> <li>● Oct 2, 2019</li> <li>● Nov 6, 2019</li> <li>● (no Dec meeting)</li> <li>● Jan 8, 2020</li> <li>● Feb 5, 2020</li> <li>● Mar 4, 2020</li> <li>● Apr 1, 2020</li> <li>● May 6, 2020</li> </ul>

### Upcoming Key Event Reminders (Next Three Months)

<ul style="list-style-type: none"> <li>● Aug 7 – Band Parent Meeting</li> <li>● Aug 9 – DCI Viewing Party</li> <li>● Aug 13 – Kona Ice Truck</li> <li>● Aug 16 - Marching Band Photo</li> <li>● Aug 18 – Mattress Sale Fundraiser</li> <li>● Aug 20 – Champe Back to School Night</li> <li>● Aug 21 – U-Knight &amp; Excite Open House</li> <li>● Aug 22 – Students Play @ Goshen Post and Champe (10-12th Grade)</li> <li>● Aug 28 – Willard Back to School Night</li> <li>● Aug 29 – Home Football Game</li> </ul>	<ul style="list-style-type: none"> <li>● Sep 6 – Travel to Away Game</li> <li>● Sep 7 – Tag Day</li> <li>● Sep 17 – Chipotle Spirit Night</li> <li>● Sep 20 – Home Game and Individual Photos</li> <li>● Sep 27 – Home Game</li> <li>● Sep 28 - Competition</li> </ul>	<ul style="list-style-type: none"> <li>● Oct 4 – 8th Grade Side by Side Performance</li> <li>● Oct 5 – Competition</li> <li>● Oct 11 – Homecoming Game</li> <li>● Oct 19 – Assessment and JMU Parade of Champions</li> <li>● Oct 22– Marco’s Pizza Spirit Night</li> <li>● Oct 26 – BOA Liberty</li> </ul>
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