

# AGENDA / MINUTES

## *Cedar Ridge High School Band Boosters*

*Date | time* 01/28/2020 6:00 PM

## Welcome

Mr. C. called the meeting to order at 6:00 pm.

Those in attendance were: Ian Crabill, Candace Marles, Angela Lloyd, Kevin Lutz, Christine Lutz, Lisa Dumain, Robin Bachelder, Bethany Olmstead

## New Business/Communications

### 1. Treasurer Report

Expenses			Details	
	Planned	Actual YTD		
Awards/Plaques	\$ 1,500.00		Marching band clinician	\$ 625.00
Clinicians	\$ 5,000.00	\$ 1,325.00	Marching band clinician	\$ 350.00
Competition Fees	\$ 1,600.00	\$ 200.00	Marching band clinician	\$ 350.00
Director Expense	\$ 1,000.00	\$ 723.98		\$ 1,325.00
Instrument/Equipment Repair	\$ 2,500.00	\$ 884.81		
Music (Sheet Music)	\$ 1,000.00	\$ 474.18	NAfME	\$ 140.00
Miscellaneous		\$ 467.01	NCMEA In-Service Conference hotel expenses	\$ 583.98
Printing	\$ 300.00			\$ 723.98
Security	\$ 300.00	\$ 200.00		
Summer Scholarships	\$ 2,000.00			
2018 - 2019 Budget	\$ 15,200.00	\$ 4,274.98		
Income			Details	
Concert revenue		\$ 1,190.00	Concert revenue fall	\$ 1,190.00
Concession Income	\$ 3,600.00	\$ -	Concert revenue winter	\$ 704.00
Swing Dance	\$ 1,200.00		Concert revenue spring	
Fruit Sales	\$ 900.00	\$ 937.00		
Weaver Street Market donations	\$ 300.00	\$ 147.98	Fall concert donations	\$ 2,560.00
Feargrounds		\$ 500.00	Post-concert donations (11/8/19)	\$ 1,370.00
The Optimist Club of Orange County		\$ 1,500.00	Post-concert donations (11/18/19)	\$ 600.00
Individual donations		\$ 5,737.27	Donations via PayPal (11/7/19)	\$ 309.22
2018 - 2019 Fundraisers and Donations	\$ 6,000.00	\$ 10,012.25	Donations deposited 11/25/19)	\$ 300.00
			Donations via PayPal (11/20/19)	\$ 409.05
			Winter concert donations	\$ 39.00
			Post-concert donation 1/2/2019	\$ 50.00
			Post-concert donation 1/28/2019	\$ 100.00
				\$ 5,737.27

- \$5737.27 in donations from families so far. The goal for the school year is \$10,000.
- YTD expenses are currently lower than expected, but we will be much closer to the estimated budget by the end of the year.
- The contribution of the Boosters to offset some of the bus cost for the Disney trip is not currently reflected in this report.

### 2. Swing Dance

#### a. Promotional Materials / Advertising

- We should still create a poster to digitally share with the community.

➤ Mr. Cvijanovic will inquire if Ms. Bradley in the CRHS Media Center can assist with printing some of these posters to display at the school.

○ It is important that the poster contains the address and ticket price.

➤ If any parents or students have local contacts in media (print, tv, radio, etc), could they reach out to inquire what we could get in terms of advertising for the event?

b. Ticket Sales

i. Online Sales

➤ We will be looking to sell 150 tickets this year. As soon as the caterer is finalized and we know our ticket price, sales will open online.

c. Volunteers - Creating SignUp Genius

➤ A SignUp Genius will be shared with everyone closer to the event. Band students are expected to volunteer in some capacity.

➤ A parent will be needed to manage the volunteers that evening.

d. Silent Auction

i. Do we have anything as of today?

➤ No items donated yet

➤ Donation items will be listed online prior to the event. Online bids may also be accepted (the Board is currently looking into this)

➤ We will have solicitation letter and donation receipt available

ii. When is the cut off date?

➤ Between 1-2 weeks prior to the event. Current date is April 8th, but is subject to change.

iii. How can we get students involved in this?

➤ Students will get into small groups to put together or seek out a donation for an auction item. Whichever group has the highest profit from the silent auction will win a small prize (potentially lunch one day).

e. Timeline for the evening (last year)

i. 5:40 – Doors open (attendees may begin looking at auction items)

ii. 6:00 – Event begins (Jazz I will play)

iii. 6:20 – Buffet Opens (Jazz II will play)

iv. 7:00 – Silent auction begins

v. 7:30 – Swing Dance Instruction and Dancing (Jazz I will play)

vi. 8:00 – Dessert and Coffee

vii. 8:30 – Event Wrap-up

f. Anything else?

➤ Catering

➤ Last year, American Hero catered for \$1600 for 150

➤ Quote from Chuck McLean was: pulled pork BBQ, grilled chicken, rolls, slow, and three more sides. Served family style, for \$9.00 (\$1,350 total). This does not include drinks or dessert

○ Some concern if BBQ is too casual, so we will ask about a different meat option.

○ If Chuck is sick, does he have a backup assistant that can cover the event?

➤ Other catering quotes averaged between \$500-\$1000 more.

➤ The discussion continues about buffet vs. family style vs. plated meals

➤ More quotes are being sought out.

3. Disney Trip
  - a. We will be submitting the January Payment and Rooming List at the end of the Month
  - b. Any questions about this?
4. [Butter Braid](#)
  - a. Sales will be done online-sellers can accept debit and credit cards.
  - b. Pastries retail for \$15.00 and profit is \$6.00. Coffee retails for \$15.00 and the profit is \$5.00.
    - i. We have eight different flavors.
  - c. Two week turn around for deliveries.
  - d. March 4th - 20th
  - e. Delivery on Tuesday, April 7th.
5. MPA at Cedar Ridge
  - a. Mr. Capps and I will be looking for volunteers to assist (SignUp Genius links will be shared)
    - Must have parent help for this event. There must be an adult monitoring student volunteers and working registration table throughout the duration of the event.
  - b. March 25-27
    - Vice President Angela Lloyd will be added as a signatory for checks at First Horizon Bank.
6. Looking ahead to 2020:
  - a. All-District Band Clinic, 1/31-2/1
  - b. Elon Jazz Festival, 2/21 (looking for Chaperones)
  - c. CRHS/OHS Pre-MPA Concert, 3/5 at 6:00pm
    - i. Clinics with Mr. Matt Edwards on 3/6
  - d. All-State Jazz and Honor Band Auditions, 3/7
  - e. MPA at CRHS, 3/25-27
  - f. Disney Trip, 3/28-31
  - g. All-State Jazz Clinic, 4/3-4
    - Cvijanovic will not be able to attend the clinic, Dr. Ramirez has been informed. Another OCS employee will be asked to go with the students.
  - h. Jazz MPA, 4/24
  - i. All-State Honors Band, 5/1-3
  - j. Spring Musical, 5/8-9
  - k. Spring Concert, 5/21
  - l. Band Awards Night, 6/4
  - m. Graduation, 6/12 at 7:30pm

## Next Meeting

Thursday, February 20 at 6:00pm / Meeting Adjourned, 6:55pm