

FOCB Officers Meeting

Minutes

June 19, 2017, 6:30 – 8:30 p.m.

Attendees:

Aaron Pearlman
Cindi Carrell
Jen Means
Heather Randol
Gary Riler

2017-2018 Budget Review:

- Adjusted play-a-thon estimated revenues up from \$16,000 to \$17,000
- Adjusted sponsorship estimated revenues down from \$5000 to \$3000
- Added scrip/carwash/other estimated revenues of \$2000
- Reduced contingency estimated expenses from \$2000 to \$1000
- Added budget to assist students with costs of tuxedos and dresses of \$500
- Noted clinician budget is a significant increase over previous year to enhance the program beyond what can be provided by those who volunteer their time
- Selling uniforms may become another revenue generator but is pending approval from the school district
- Band's Cleveland account balance is currently about \$6000 after the recent purchase of two tubas

Cindi moved to accept the revised budget, Heather seconded
Revised budget approved

Disneyland Trip

- Officers approved all requests for aid thus far as summarized by Treasurer: \$2050 for 4 families. Jen will notify families that their requests are approved
- Additional scholarships may be granted in the fall if there is a balance in the account; upperclassmen will have first priority
- "Buy down" for all participants is tabled for now, as there were few requests for assistance and an overall response that the trip is a good value; we can revisit if we have an unexpected surplus in revenues from fund raising
- Discount for chaperones is factored into the overall cost of the trip
- Approximately 60 students have signed up and there appear to be enough percussionists to march

Disneyland Trip (continued)

- Cindi confirmed with Jet Blue that students can change their return information if parents pay the change fee directly with the airline. Gary will confirm district has a form releasing him of liability when parents take their students in this type of scenario.
- Students have been informed they have to participate in fundraising; nearly everyone participates in the play-a-thon. We have some flexibility if concerns arise.
- Individual fundraising letter to be made available to participants to use if they want; need to add language that it is not tax deductible; payments can be made via the website on behalf of individual participants

2017-2018 Fundraising plan:

- Garage Sale Saturday, June 24; not a lot of kids signed up but there are some
- Car wash planned for the summer
- Play-a-thon is planned for September
- Pastini Restaurant night scheduled for the fall
- Gary working to schedule the mattress sale prior to the Disneyland trip for individual fundraising, possibly late January
- Discussed ideas for individual fund raisers beyond the individual fundraising letters and the mattress sale – chinook book, bulb sales – decided we do not need an additional one at this point.
- Scrip is another potential fundraiser; needs someone to run it although involvement should be fairly minimal if it's all online
- A spring fundraiser may be helpful but must consider the band's busy schedule
- A silent auction could not interfere with PTA auction
- Union Manner event still a possibility

Volunteer Coordination:

- Jen is willing to be overall volunteer coordinator
- We also may ask **XX [NAME?]** to continue coordinating sign ups for specific events
- At next week's FOCB meeting we can recruit lead volunteers on specific events, including:
 - Restaurant nights
 - Bake sale
 - Play-a-thon
 - Scrip
 - Mattress fundraiser
 - Back to school barbeque/family picnic

Volunteer Coordination (continued):

- Pep band 8th grade outreach performance – pizza party, possibly Oct 20th
- Sponsorship coordinator
- Facebook/Social Media
- Photography/videographer
- Graphic design for logo, other needs

Fiscal Sponsor Agreement, Bylaws, Mission:

- Draft Agreement and Mission Statement sent home for officers to review prior to next executive meeting on August 14th
- Cindi will draft and send out for review prior to August meeting, along with Mission Statement and draft fiscal agreement