

Cleveland High School
FOCB Officers Meeting
Agenda
August 20, 2018, 6:30 p.m.

In attendance: Gary Riler, Cindi Carrell, Lance Means, Jen Means, Eric Hill, Maria Green, Chris Erickson, Stacey Lovett, Dave Yetter

1. Director's update (Gary)

- Gary received \$10K donation from woman in Alaska, to CHS music department; \$5K will be allocated to CHS band, with the intent of earmarking money for new drumline equipment, and seeking possible matching donation from alumni and PTA
- Gary seeking new options for travel company for 2020
- There will be 160 students in the 2018-19 CHS bands
- Some scheduling issues between freshman band and jazz band
- Mini-camp was a success
- Gary ordering new music for several of the bands
- T-shirts need to be ordered soon, for pep band
- Need someone to obtain dress measurements from wind symphony

2. Treasurer's update (Jen/Stacey)

- Jen will hand over duties to Stacey next week
- Review of budgets and statements
- Bank balance as of 8/20/2018 is \$9,472.85
- Review of 2018-19 Budget
 - Update to opening balance
 - Change to donations based on most recent donation
 - Update in budgeted expense for marching equipment to match donation
 - Unanimous vote to approve budget

3. Fundraising update (Dave/Jen)

- Student leadership input discussion
- Jen reiterated that there should be no fundraising prior to Playathon
- Discussion of TAG day (canvassing local businesses to obtain sponsorships and distribute stickers)
 - Options include cancellation, moving to Spring 2019, and having smaller groups participate
- Jen will send a request for donations to last year's sponsors

- Website donation link is not yet live, but will contain an option for recurring donation
 - Promotional video shown to Board; almost final. To be used on website and for sponsors. Produced by Funnelbox; discussion to provide receipt for in-kind donation
 - Discussion of CHS Band logo for merchandise. We will go back to the drawing board for additional options
 - Jen will discuss uniform sales with Sheila
4. Bylaws, PTA agreement, Mission Statement (Cindi)
- Cindi distributed current draft of Mission Statement, which is a work in progress. Dave will wordsmith.
 - PTA Agreement will be signed at the next meeting
 - Cindi will invite Lee to a future meeting to discuss Bylaws
5. Newsletter (Jen)
- Still a work in progress, but when final will be distributed on a weekly basis via MailChimp
6. Upcoming Events (all)
- Playathon Kickoff 9/19, Event 10/5. GoFundMe page to go live on 9/19
 - Pep band to play at opening home football game 8/31
7. Volunteer Needs (Jen)
- Jen to use Signup Genius for volunteers
 - Jen updated description of Board and volunteer positions
 - Need volunteers to measure dresses
 - Hospitality Committee will coordinate food for Playathon. Tammy will check with parent that provided food in 2017.
8. Action Item Review
- Gary to report back regarding drumline equipment options and timing
 - Gary to order t-shirts for pep band
 - Jen to coordinate volunteers to measure dresses for wind symphony
 - Dave to draft donation request for TAG day activities and general fundraising
 - Jen will send donation request to last year's donors
 - Lance to finalize promotional video with Funnelbox
 - Jen to discuss uniform sales with Sheila
 - Cindi and Dave to continue working on Mission Statement

- Cindi to obtain approval for PTA Agreement
- Cindi to invite Lee to future Board meeting to discuss Bylaws
- Jen to add donation link to website
- Jen to finalize newsletter
- Eric to set up GoFundMe page for Playathon

9. Upcoming Meetings

- Next meetings will be September 17 and October 15, at CHS, likely at 6:30pm