

Cleveland High School
FOCB Officers Meeting
Minutes
June 10, 2019, 6:30 p.m.

Attending: Gary Riler, Maria Green, Cindi Carrell, Heather Randol (guest), Ed Pike (guest), Linh Vu (guest)

1. Director's update (Gary)

- Fundraising – Snap! Raise
Brian, a representative from Snap! Raise, presented information regarding their web-based fundraising platform.
- Funding requests
 - An additional tuba is needed for the 2019-2020 school year. The Board approved up to \$4,000 for purchase of the additional tuba from the equipment budget.
 - The Board approved contribution of \$90 toward a group commission of a piece being composed in remembrance of a colleague's son.
- 2020 Disney Trip planning update
 - Additional registrations are coming in for current 8th graders/incoming freshman
 - See Attachment, Director Report, for additional information
- Drumline update –
 - Plans for additional storage in the bandroom are under way.
 - See Attachment, Director Report, for additional information
- Next goals
 - See Attachment, Director Report, for additional information

2. Treasurer's report (Stacey)

- There is \$18,143.16 remaining in the budget; bank balance is \$21,541.92.
- Additional costs for transportation are expected to come in.
- Stacey and Gary will work on a budget for 2019-2020 in August.

3. Fundraising update (Dave/Jen)

No update

4. Bylaws, PTA agreement (Cindi)
 - o 501(c)(3) non-profit status has been started, and Cindi has completed the first step to obtain an EIN. Next step will be to file Articles of Incorporation with the State of Oregon. Non-profit status will make certain actions easier, such as direct fundraising and purchase of insurance.
 - o Discussion of establishing new bank account with Umqua, Sellwood branch. Signatories on the account will be President, Treasurer, Secretary.

5. Officers, 2019-2020
FOCB voted on and approved the following officers:
 - President – Heather Randol
 - Vice President – Maria Green
 - Treasurer – Stacey Lovett
 - Secretary – Linh Vu
 - Member at Large – Cindi Carrell
 - Communications – Jennifer Means, Debbie Wager (approved 7/11/19)
 - Volunteer Coordinators – Jennifer Means, Ed Pike
 - Sponsorship/Fundraising – Dave Yetter (interim only, until position filled)

6. Upcoming Events

See Attachment, Director Report

7. Volunteer Needs (Jen)

No report

8. Action Item Review

None

9. Upcoming Meetings
 - o Wednesday, August 14, 2019 – time and location TBD

Respectfully submitted:


Date: 7/11/19
Linh Vu, Incoming Secretary

Director Report – Board Meeting June 10, 2019

\$\$ REQUESTS

I would like to purchase one more tuba for our band program. If I go with the same brand as our last two, the cost is \$1895 + shipping. I am researching a couple other options, and am asking for a not to exceed amount of \$4000, if the group feels that our budget can handle that.

I would like to present an invoice for \$90 to support a commission for a piece that is being composed in remembrance of a colleague's son. I was hoping that FOCB would pay for our portion of the consortium. In the list of contributors, Friends of Cleveland Bands would be listed.

GREAT FINISH, AND LOOKING AHEAD

We finished the year strong, and have a great group of freshman coming in next fall. Our leadership is in place, and I am excited to see that part of our program continue to grow.

DISNEY 2020

- I have contacted our rep a couple times. I plan to give chaperones their notice this week, once I make another call to the company.
- I hope to get more copies of registration forms to the middle school directors this week.

DRUMLINE UPDATE

- The order has been confirmed, and some of the merchandise has already arrived at the store. It is being shipped to Central Washington for their camp as we speak.

NEXT GOAL

- As we move forward into our next school year, I thought it would make sense to have a new project for us to be considering putting money aside for. I would like to start by asking that we potentially raise the amount that we set aside for assistance in the areas of Honor Bands and the LA Trip.
- If there is still a substantial amount for us to consider, I would like to focus our efforts on specialty items that tend to be on the expensive side. (specialty mutes, instrument stands, 3 more flugelhorn for jazz band). I can put a list together with their cost to give us a better idea of what this amount would look like. The Flugelhorn alone are close to \$3000 a piece.

QUESTIONS?

UPCOMING PERFORMANCES / EVENTS

AUGUST – 2019

	WHO	WHAT	WHEN
19 Monday	Leadership	Leadership Meeting	9am – noon
19 Monday	Percussionists	Drumline Mini-Camp	2pm – 4pm
20 Tuesday	Frosh/New	CHS Band Mini-Camp	9am – noon
21 Wed.	ALL	CHS Band Mini-Camp	9am – noon
22 Thursday	ALL Families	CHS Band Potluck Dinner	6pm – 7:30pm

SEPTEMBER - 2019

13 Friday	ALL	Football vs. Wilson <i>Games end between 9:30 – 10:30pm</i>	5:45pm – 10pm
18 Wed	ALL	Play-a-thon Fundraiser KICK-OFF	In Class
25 Wed	PB	Back to School Night	5:45pm – 6:30pm
27 Friday	ALL	Football vs. Forest Grove (8 th Grade Night) <i>Games end between 9:30 – 10:30pm</i>	5pm – 10pm