

FOCB Board Meeting Minutes

November 18, 2024

6:30pm, Band Room

1. Welcome - Michelle
 - a. [October minutes](#) – Approved (acting Secretary failed to note who made motion/seconded)
 - b. Attendance: Michelle Lee, Nadine Block (acting as Secretary for this meeting), Alexis Abrams, Rosanna Gill, Kelly Schauer, Khamille Neumann, Heather Randol, [Josh Beckman](#), [Dave Bleckmann](#), [corrected 1/6/25 tk](#), Gary Riler, Calder Gill.
 - c. Absent: Tayler Kim, Carolyn Choi, Bree Ramage
2. Director's Report– Gary (see [attached](#)).
 - a. Instruments: Gary requested approval of instrument purchases, including Flugelhorn (\$2176), Alto Flute (\$2714), 2x4-valve Full Compensating Euphoniums (\$2800-\$4100 each), Tuba (\$6100 plus \$450 case), totaling \$16,750. **The Board approved the purchase** (Michelle moved, Dave seconded), pending Khamille's verification that the bank account balance was above \$35K (which she did on November 19). Alumni approved \$3K to assist with instrument purchases, so FOCB will cover the amount left after that contribution is used.
 - b. Disney 2025: Gary is waiting on 6 permission slips, then will begin roommate process and assignment of chaperones. The group includes 80 students and 6 adults (86 total).
 - c. WIBC: 22 students were accepted to WIBC ensembles (Nov 22-25, Seattle)
 - d. All-state results: 17 students were accepted to All-State ensembles (Jan 17-19, Eugene)
 - e. OMEA performance: This will be January 18 at 1 pm in the Soreng Theater (Hult Center), Eugene. Gary will already be in Eugene so is working on securing an administrator or PPS teacher to assist with this trip. We will need 3 parent chaperones (see below).
 - f. Future Warrior concert: January 14 (at the school). This will include Sellwood and Hosford Middle School bands.
3. NBA award – The Board congratulated Gary for Cleveland HS Bands being recognized by the National Band Association (NBA) with the Program of Excellence Blue Ribbon Award. Gary reported that an NBA rep will come present an award at a future concert.
4. Treasurer Report - Khamille
 - a. 2023 Taxes. Khamille reported that our accountant filed for an extension (standard practice). Khamille is working with the accountant to include mention of the change in our bylaws, after which the documents will be signed and submitted
 - b. FOCB's current tax accountant, Mary, is retiring by next spring so FOCB will need someone new for next year. Several board members suggested Khamille reach out to Jim Schaller with Woodstock Tax Service, a sponsor of the bands. Khamille will confirm that it is not a conflict of interest for him to be a sponsor and our tax accountant – if so, she will ask if he can suggest someone else.
 - c. Closing old credit cards - official letter ready for submittal to bank (signatures now secured)
 - d. Current monthly financials – Khamille distributed budget vs. actual for November. Target income for the year has already been achieved (primarily due to very successful Play-a-thon).
5. Fundraising and Sponsorship
 - a. SquadLocker: Carolyn reported via email ahead of the meeting on her exploration of SquadLocker as a site to sell gear. Unlike in the past, individuals can purchase items directly from the "store" that FOCB sets up with our designs/logos. Deliveries are direct to individuals. This takes FOCB out of the middle. There is an option to make it a fundraiser by having SquadLocker bump up the price a bit and they give us the increase. FAQs are [here](#).
 - i. Board members agreed that this would be a good idea. Items should be based on prior years (shirts, sweatshirts) with the addition of beanies. This should not be a fundraiser.
 - ii. Carolyn will set up the online store; Dave will advertise through newsletter and website.

6. Upcoming events/Volunteer Coordinator (Bree)
 - a. We have a new Sign Up Genius coordinator, Bree Ramage. Thanks, Bree!
 - b. Dec 10, Winter concert - Bake Sale. Bree Ramage will recruit volunteers to provide baked goods and staff the table. Request will go out on/around December 1, after Thanksgiving break.
 - c. Jan 14, Future Warriors Concert – Hospitality will support
 - d. Jan 18, OMEA Conference concert. Bree Ramage will recruit 3 chaperones to accompany band to/from Eugene (request to go out in early December)

7. Pie sales - Michelle (Kimberly LeValle)
 - a. Recap: 3 unaccounted pies, Gary will ask kids if they are missing pies. If still unaccounted for, they will be sold to a teacher who wanted to buy pies and missed the deadline.
 - b. Khamille will coordinate with Gary on final list of pie sales and which students get credit towards their Disney trip. Khamille will write a check to the travel company.

8. Student liaison report (Calder)
 - a. Student band leadership would like to hold a party with all band members on Saturday, December 14, potluck, at the school. Hospitality will provide paper plates and cutlery. If turnout looks high, we will find a few chaperones.

9. Recruiting. Still searching for a volunteer to coordinate (a) fundraising/sponsorships, (b) uniforms (fitting will be in January, after OMEA for WE students).

10. Adjourned: 7:30 pm

2024-25 next meetings @ school:

NO Dec

Jan 6

Feb 3

Mar 10

Apr 14

May 5

Jun 2