



Band Booster Committee
Meeting 6/11/07
MINUTES

The meeting was called to order at 3:40 by Booster President Buzz Collins. Also in attendance were deedee Collins, Joyce Belyea, Jay Brown, Marilyn Mutchler, Gay Van Beek, Marianne Ofsonka, Tracy Magwire, Alan Johnson and Liz Batchelder.

Lessons Learned from the past year-UNIFORMS

- The database for uniform assignments needs to be available to the directors so they can update it as needed. The uniform assignment spreadsheet will be sent to them to keep once the uniforms are issued in the fall.
- A booster volunteer will be assigned to manage the uniform closet on concert nights. Any uniform items that a student may need for the concert will be recorded.
- Many labels with our inventory numbers have fallen out of uniforms. After the summer dry cleaning, we will re-check them and re-label as needed.
- Drum Major uniform jackets may/may not fit new drum majors. New jackets may need to be ordered.
- All uniforms will go out to be dry cleaned on Friday, 6/15. There are approximately 220 uniforms to go out.

Lessons Learned-Communications

- The Band Handbook will be updated by the Directors, working with Jay, over the summer, and posted on the web site by Gay before school commences, by the Stallion Stampede if possible.

- Deedee will send the handbook to Jay and the Directors for updating.
- Liz will send an email to the VBODA webmaster to have our Band website added to their directory.
 - Alan will send Liz a list of private teachers. Liz will contact them to make sure they want to stay on our list, and list will be posted on the website.
 - Liz will work on compiling a list of performance opportunities to go on the website.
 - Westfield's Jazz camp will be added to list of summer camps. List will be emailed out one more time and is posted on the website.
 - Buzz and Jay will coordinate a letter to all band families in August. Letter will include a band calendar, greeting from directors and boosters. Marianne offered to make the letter look more like a marketing brochure for ease of reading.
 - Liz will put together a form for contact info to go out with the letter to band families in August. Form will also be provided with the syllabus and available at Back to School Night.

Lessons Learned—Other

- Mandatory parent meetings will be held at the start of the season for the Jazz program and Drumline. Good way to inform parents about the program and solicit volunteers needed for specific events. Carol Rouch and Gay Van Beek will work with the directors to set up these meetings in the fall.
- A Field trip coordinator will be lined up to assist in organizing each outing, gather relevant phone numbers and handle car, driver, and chaperone assignments. Jay will work to find someone to coordinate our field trips. Marianne has offered to work with that individual on her best lessons learned in managing field trips.
- We will continue to use Goetz printing to make our beautiful concert programs.
- Tiny Tots- should be advertised much sooner than we did last year. Deedee will update the flyer and start sending it out to preschools right away. We will also put out sandwich board

signs, similar to the Evening of Jazz, three weeks prior to the concert.

Lessons Learned-Finances

- A student fee will be charged for Jazz band next year. Amount TBD and will vary between HS and MS.
- Eve of Jazz netted about \$100, however we fed 78 people free of charge and it was a highly successful event.
- Joyce recommends combining MS and HS accounts under one account to be called "Concert Bands"
- Drumline account came in with negative \$927. This is much better than last year and will be zeroed out from general band fund surplus. Main reason that it was negative is that the Ohio trip cost more than anticipated. Bus and truck costs have risen a lot this year. Possible DL carwash/concert fundraiser will be planned for fall.

The meeting was adjourned at 6:10 PM.

Respectfully submitted,

Liz Batchelder

Secretary, SCSS Band Boosters