

General Meeting **12-04-2024**

Board members in attendance:

Directors: Allen Frank and Bill Lennox

Jacqui Forsch(President), Steph Cramer (VP Student Accounts), Tracy Luisser (VP Volunteers), Becky Sullivan (Treasurer), and Michelle Miller (Secretary)

Board members in absent:

NONE

Approval of Minutes from 11-07-2024:

Jacqui called the meeting to order and asked for approval on last month's minutes. Motion to approve was made by **Annalisa Kelly-Cavotta**. Second by **Tracy Luisser**. Overall approval by the full organization. (Motion passed).

Report from VP of Volunteers (Tracy):

- We are in need of volunteers for the upcoming fundraiser pickups:
 - Island Expressions – Thursday: 12/12 from 4pm-6pm
 - Winter Flowers – Saturday: 12/14 from 10am-2pmWe need 15-20 volunteers for the winter flower pick up. Students can help out and earn community service hours.

Report from VP of Student Accounts (Steph):

- October Fundraising Report
 - Bayou Boys was a success.
 - Dine to Donates are our group fundraiser that will go towards the trip.
 - December 12th is the pick up for Island Expressions.
Pick up is 5-6pm in the cafe. Please note December 12th is a Thursday.
 - Please note that for all fundraisers you need to bring your check and someone to pick up for you if you can't make it.
 - Winter flowers:
 - We are doing good with staying in cars.
 - Poinsettias will need to be kept inside so we will circle in the opposite direction.
 - Last pick up was great. Not everyone came at once and that made it work beautifully.
 - Remember we can't take your fundraiser items for you.
 - Next Dine and Donate: Iron Hill Brewery. You must show the digital flyer.
 - NEW: Park Lane Jewelry
 - 50% of the order will go to the student selling.
 - There's a link to get to the Downloadable order form. You must fill it out for your student to get credit.
 - This is directly shipped.
 - Orders received by December 11th will be shipped by Christmas.
 - We will be putting this one on social media. These orders (ones not linked to a specific student) will go towards general funds.
 - Popcorn will be continuing into January.

QUESTION: Why does Park Lane Jewelry have such a quick turnaround?
 It goes until January 29th. Orders received by December 11th are guaranteed to arrive by Christmas.

QUESTION: Can we have a list of upcoming fundraisers?
 Most are not confirmed. February will be Island Expressions & pierogies. Steph will send the projected upcoming fundraisers on BandApp.

QUESTION: Can day of the week be added to the pick up date?
 Mr. Frank will work with Steph to add fundraisers and pick up dates to the weekly bulletin. Steph will try to add the day of the week for each one and add the date larger or highlight it if it is not on a Saturday.

- Upcoming fundraisers:

<u>Fundraiser</u>	<u>Contact</u>	<u>Cost</u>	<u>Quota</u>	<u>Orders due</u>	<u>Pick up</u>
Island Expressions	Bridget Hujisa	Cost varies per item (check website)	\$5 /gift card \$2.25 / hoagie \$1.50 / soup \$1 / sandwich	November 24th	December 12th 5pm - LHS Cafe
Winter Flowers	Amanda Gori	Cost varies per item (check website)	\$2.00 per item	November 10th	December 14th 12pm - Science lot
Dine to Donate: Iron Hill Brewery - December 18th, 5-9pm ** Must show digital flyer **					
Park Lane Jewelry	Kelly Strybuc	Cost varies per item (check website)	50% of order	January 29th	Direct ship
Double Good Popcorn	Steph Cramer			January 6th	Direct ship

Report from VP of Treasurer (Becky):

- November's financials (Monthly report 11/1 - 11/30):
 - Starting balance:\$86,871.07
 - Ending balance: \$95,079.35
 - Income: \$19,461.00
 - Expenses: \$11,252.72

- Fall Fundraiser expenses hit this month but the money did not hit yet. The checks that were deposited did not make it on this statement.
- Please write separate checks for each fundraiser to help keep our records clean (even if they are picked up on the same day).
- There are uncashed lotto calendar checks (for winners). Please remind them to cash their winning checks. It is holding up reconciling our accounts.
- Please take time when filling out checks and double check before handing in. There have been several checks that are off by 50¢ or \$1 and Becky has been personally covering it with the deposit.

QUESTION: How do we make money at parades?

We get paid to march in the parades.

- Approval of Treasurer's Report

Motion to approve was made by **Michael Calagna**. Second by **Marilyn Kelly**. Overall approval by the full organization. (Motion passed)

Report from Directors:

- Mr. Frank:
 - Winter Concert
 - Friday (12/13) at 7pm & Sunday (12/15) at 2pm
 - Tickets are available.
\$10 General admission, \$5 seniors/students, and free for 12 and under.
 - It is better to buy tickets early so you don't have to wait in line.
 - Dress rehearsal is Thursday (12/12) from 5pm-7pm
Expectation is to wrap up early, but no guarantee.
 - Middle School Concerts
 - Northeast: Thursday (12/12)
 - Nitschmann: Wednesday (12/11)
 - Broughal: Thursday (12/5)
 - Saturday (12/7), 14 students are auditioning for PMEA band/orchestra at Parkland High School. Check in is at 10:45am with late check in due to SAT's at 1pm.
 - Band:
 - Students should be prepared for both marching and concert band for each band day.
 - Shorts and t-shirts may not be the best on band days since they may be marching outside.
 - Florida trip:
 - The Florida trip meeting will be on December 17th at 7pm in the auditorium.
 - Medical forms are due at that time. Please let the directors know if you have not seen it. These can come in at any time now.
 - Rita (Nurse):
 - If the medication is not on the standing order form, you will need a doctor's order.
 - Rita will review if the student is able to self carry/administer or if it will need to be her.

QUESTION: Is there certain wording that we should get from the doctor?
If you want your child to self carry/administer, the doctor should write that.

- Groups and flight times have been sent. To help with preplanning, take the flight time and subtract 4 hours and that will be the approximate report time.
- We will be collecting band uniforms pre-Christmas break.
** Students should press their pants so we can see those creases.
- On the 17th, we will talk about luggage drop off.
- December 17th, Sue will also be meeting with tag alongs.
- Friday, select students will be caroling on Main Street at 5pm.

QUESTION: Will the concert have a bake sale?

Yes. Information will be coming out.

- Mr. Lennox
 - Liberty scheduling is currently happening. If your child is a wind player and is planning to audition for orchestra, the directors will handle adding it to their schedule. Students should check to make sure their schedule is correct. If your student has questions about band, choir, orchestra or making all three work, please contact the directors.
 - Please don't buy instruments from Amazon.

QUESTION: Do you know when 8th grade auditions will be?

The directors have sent the music and are working on the schedule.

New Business:

- Bake Sale:
 - We will be doing a bake sale.. Cookie for a donation. We will be looking for cookie donations. We are going to try FCS first before reaching out for parent donations. We may also need some parent volunteers.
- Money towards trip:
 - Total group funds raised so far: \$10,459
** This will be split between the approximate 200 student travelers.
 - Fundraisers included were the carwash, lotto calendars, Bingo, and Dine to Donates.
- Synergy:
 - Mr. Frank is adding an extra level of communication by sending any important information (like the weekly bulletin) through both BandApp and Synergy.

A motion to close the meeting was made by **Sue Testa**. Second by **Jen Roan**. Overall approval by the full organization.