



Royal Oak High School Band & Orchestra Boosters

MEETING MINUTES

Date: 8/20/19 – 7PM, Tavern on the Main

(Amended 8/26/19)

PRESENT AT MEETING: Jon Liu, Vilma Dennis, Kyrstin Jensen, Norma Fenech, Kristine Hill, Beth Vanderwill, Aubin Rose, Debbie Natinsky, Meghan Heikkinen, Mr. Jensen, Susan Shelton.

CALL TO ORDER: 7:19 PM

PRESIDENT REPORT – Jon Liu

- Jon would like to make our board transparent, make it fun, and be able to pass along a well-run board to the next president board as well as band parent volunteers
- Review Board Positions duties per by laws: Kristine is responsible for finding new board members when it is time. Kristine is also Jon's right hand person. Megan and Norma are the treasurers and will try to make things more transparent and get the money more organized. Taxes have to be done.
- All communications go through Beth she is responsible for email, constant contact on all accounts. We are hoping to get all email and questions to Beth on Sunday nights so that she can get the information out on a weekly basis to the FB page, Web page, etc. Also, trying to get info to non-Marching Band parents we need to get their emails in Constant Contact.
- Debbie, Beth and Susan are to check and see what email questions are coming in and get them to the right person to answer them.
- Best way to communicate with Directors is TEXT! Jon sent out numbers today on Remind.

SECRETARY REPORT – Susan Shelton

- Over-seeing Sign Up Genius log in to give to committee chairs so that they can send out sign ups for their events. Send out sign up genius info to Beth to get posted on the Website and Facebook.

TREASURER REPORT – Norma Fenech & Meghan Heikkinen

- Treasurers to review budgets that were emailed by Jon. Would like to create a budget for each event/committee and keeping better track of money allocated.
- Possible use of Venmo or Pay Pal to use at Tag Days, tailgates, and on emails/website

DIRECTORS' REPORTS

Dave Jensen

- Marching Band uniforms we will distribute on 9/5/19. Tuxes need to be distributed September 12th before Tag Days.
- The city of Royal Oak to have Holiday parade, Dec 14, 2019. Mr. Jensen working on the city to see how much money we will receive from them. This is the week after the Berkley parade. Mr. Jensen is looking into getting a bus for the Berkley Parade.
- Varsity Letters to be handed out soon.
- Pink plumes being handled by Warren or Color Guard Coach Kim C. or Kirsten Jensen.
- Rehearsal for first game is Wednesday night on the H.S. practice field. 4-8 p.m. Game is Thursday 8/29/19 against Lakeview (School Spirit Show)
- Tailgate to be at practice field. Warren will have the trailer ready and will have it on the practice field. Kids are to wear their Raven head T-shirts and shorts.



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FUNDRAISING COORDINATOR REPORT – Debbie Natinsky & Vilma Dennis

- Let's get a better handle on the fundraisers and exactly what we are raising funds for? Identify chairs, checking on list of things to be done and the cost of the fundraisers. Debbie and Vilma are interchangeable and should both know what is going on.
- Tag Days: 17 locations so far. Hoping to get English Gardens and Trader Joes. Where are all the cannisters? Kristine and Lisa are to look for them in dressing room B. Possible use of Venmo or Pay Pal at two Tag days locations, Jon wants to look into this.
- Barnes and Noble: Orchestra may take this over, Mr. Rose to work on getting more Orchestra parents involved in this, it didn't make money last year so Mr. Jensen said we will try it one more time. Mr. Rose stated he has two parents in mind.
- Poinsettia Sales: we would like an Orchestra parent involved on this as well.

COMMUNICATION COORDINATOR REPORT – Beth VanDerwill

- Anyone who has info they want posted on the website or Constant Contact should email their info to Beth before Sunday at 5pm (bvanderwill@yahoo.com). Beth will blast out detailed WEEKLY emails (for the coming week) and copy this information to the website and Facebook. Try to avoid sending too many last-minute single event emails and FB posts which can overwhelm people.
- Encourage all parents to "Sign Up for Emails" using the button on the HOME page. This is the list that we use for Constant Contact email blasts. Teachers said they will get their student email lists to Beth ASAP so she can add all B&O students to the Constant Contact list.

NEW BUSINESS:

- Tailgate budget of \$600:
 - Motion by Kristine Hill, Seconded by Vilma Dennis
 - Passed with votes via Remind.

ACTION ITEMS:

- Tailgate flyers to be distributed at Band Camp by Friday (Beth & Michele Mester)

NEXT MEETING: September 17, 2019 in the MMR at Royal Oak High School.

ADJOURNED: 9:40 PM