

# MVHS Band and Orchestra Parents Association (BOPA)

General Meeting of the Board of Directors

August 3, 2016

7pm MVHS Band Room

## Meeting Minutes

### In Attendance:

Jeff Bergstrom	Marla Cook	Kelli Kolar	Marcy Stuhlsatz
Jeanne Bonds	Darren DeLaup	Leah Rushall	Jenny Titus
Aimee Cameron	John Hollandsworth	Ellen Sanders	Cathleen Zietz

### Call to Order

Jeff Bergstrom, President of the Association, called the meeting to order at 7:02pm

### Director's Report

#### Marching Band:

The marching band is currently at 55 members with the possibility of a few additional members. Darren has sent out emails to parents for those marchers with outstanding fees. If there are any families that are experiencing financial hardships, they should contact Darren directly. No students will be excluded due to financial issues.

Emails were out to color guard parents needing measurements for uniforms.

MVHS has a new Athletic Director, Shawn Terry. He is very excited about getting the marching band more involved within the school. He would like to see the marching band be on the field and perform the National Anthem at pre-games. Darren will be passing out music on the first day to prepare for this National Anthem. Coach Ric Cash, is excited about the increased involvement of the marching band during games

MVHS will be setting some new traditions. Darren is working with the school to pick new pep band songs and getting the student body involved.

#### Senior Night:

Darren has not yet had a chance to speak with Ric regarding Senior Night (Oct 22<sup>nd</sup> pregame for senior night. Poms have the half time event for this game).

#### Other Info:

Just a reminder that Darren is focused beginning of school year issues and getting all bands (orchestra, marching and jazz) up and running for the year. Several students have schedule issues and need to be corrected. During this busy time, Darren is asking parents to be mindful of this and know that he will get back with you, it just may not be in a timely manner.

### President's Report

#### Booster Club:

Booster club has a new set of officers that started in July. Booster club website is not currently not functioning. It should be back up and running at any moment. Overall, utilizing the booster club to house the band's funds does make things easier. However, for the credit card sales, the money goes straight into the Wells Fargo BOPA account. This process allows for speed of processing and reimbursing funds and for BOPA to pay a few bills before transferring funds to boosters.

**Marching Band Welcome Dinner:**

The dinner last week was a huge success. The night did raise some money for BOPA as well as some parents signed up for the booster club. During new business we will discuss the need to order another 100 blankets (21 were sold during registration on Aug 2).

**Gmail Account:**

Over this next year, permissions will be switched over to the new officers that need to be able to receive/respond to the BOPA gmail account.

**Treasurer's Report**

**Registration:**

During registration on August 2<sup>nd</sup>, 21 blankets and a few water bottles were sold. Most of the transactions for the time were by credit card. For each transaction processed on the cube, there is fee charged (approximately 3.1-3.2% per transaction).

**Brunswick:**

This year each band member was charged \$20 for the afternoon at Brunswick Zone. Next year the cost will need to be adjusted to include the 18% administrative fee (host) that is added into group events. A cost of \$27 per band member should cover the event.

**Blankets:**

Blankets will continue to be sold at football games.

**Q'doba:**

Q'doba was reasonably priced for the 100 people in attendance during the parent/band member orientation night.

Marla Cook provided a breakdown of the balance in the BOPA accounts:

**BOPA Checking**

Beginning Balance (7/13/2016) .....	\$693.41
Marching Band Fees/Brunswick.....	\$5,380.00
Brunswick Zone Payment .....	(\$1,204.50)
Misc fees & adjustments .....	(\$59.96)
<b><i>BOPA Checking</i></b> .....	<b><i>\$4,808.95</i></b>

**MVBC Account**

Beginning Balance (7/13/16).....	\$5,249.65
MVBC Drive .....	\$2,025.00
Marching Band Dinner (Qdoba).....	(\$897.44)
<b><i>MVBC Account</i></b> .....	<b><i>\$6,377.21</i></b>

***Ending Balance*** ..... ***\$11,186.16***

## Committee Reports

### Food:

See new business.

### Uniforms:

All but four students have been fitted. Pants are being cleaned and jackets have been taken to the cleaners. Ellen Sanders will be picking up the jackets on Aug 15<sup>th</sup>. They will be returned and packed back into bags ready for Western Welcome Week Parade. The cleaners are only charging the band \$7/jacket. Ellen will submit receipt for reimbursement of costs. Leah Rushall has found another green plume. Currently, the band has some shoes that can be used for students on scholarship. Shoes that are unable to be cleaned anymore will be given to Darren. He will decide if they are kept or pitched.

Uniform committee wants to make a push for new uniforms. There are jackets that are out of commission – the uniform committee is utilizing these jackets for “spare parts”. Darren is asking the committee to document what is starting to have problems: missing buttons, zipper issues, worn out. Uniform life expectancy is 10 years, and these uniforms are going on 17 of usage.

### Website

No updates to report.

## Old Business

### Parent Welcome Dinner

The first annual BOPA parent welcome dinner was a nice way to start the year out by getting parents involved, collecting BOPA fees and get parents signed up to booster club. Some parents commented that the catering made all the difference for their reason in attending. Please submit any thoughts on what went well, and what changes need to be made for next year’s dinner.

### Volunteer Sign-Ups

Marla has reviewed the various volunteer sign up forms from registration night. It looks as though most areas are covered. Help is still needed for Legend Marching Festival on October 8<sup>th</sup>.

Help for selling blankets is still needed for the Sept 8<sup>th</sup> and 30<sup>th</sup> home games. The table realistically only needs 1 volunteer, however, having 2 helpers would allow parents to switch off seeing half time.

A parent has stepped up to be the sign-up genius coordinator for the year.

### Brunswick Zone

Ellen reported that overall the event went well. For future end of band camp events at Brunswick Zone, the event should be scheduled to start around 1pm (typically the event has started at 12:30 pm). Additionally, there needs to be a push to have everyone signed up and paid for in advance of the event.

### Registration Day

For next year’s registration day, there should be student helpers at each shift. Table location also needs to be considered (it was not beneficial for marching band to be positioned between poms and cheer).

## New Business

### Marching Band

#### **Eligibility:**

Students must be academically eligible to be in marching band as it is considered an extracurricular activity. Orchestra is considered co-curricular and is Darren's decision for students with grade issues as to whether or not they can participate in on campus performances. For off campus events, academically ineligible student would not be allowed perform.

#### **Bussing:**

When chaperoning the second bus, there must be a first aid/cpr qualified person on board.

#### **Game Nights/Food:**

Sept 8<sup>th</sup> game: Aimee Cameron has confirmed food for 60 from Texas Roadhouse. The donated food in the past has consisted of pulled pork, rolls and butter. Parents who have signed up to help with meals will supplement with chips and cookies.

Mod Market: Terri Coffman, our contact at Mod Market, has given the band a choice between boxed lunch or sandwich platter. To keep costs down and to allow more variety, she is suggesting the platters

White Fence Farm: Darren has played with the drummer who is an owner of White Fence Farm. He will contact him about supplying a dinner for the band.

Q'doba: Leah Rushall will contact Q'doba about supplying dinner for Sept 30<sup>th</sup> game.

Aimee will be contacting/working with those who signed up on the volunteer forms for helping with meals for chips, desserts, drinks and any other needs to feed the band.

#### **August Events:**

Western Welcome Week Parade/Professional Photos: Saturday Aug 20<sup>th</sup>. Leah will drop off order forms for formal pictures, they will be on a stand heading out the band room door at the Monday August 15<sup>th</sup> rehearsal. Additionally, she will send a link for the order forms to Marla to send out in the parent's reminder email (will be sent out by Monday, August 15<sup>th</sup>).

Departure for the parade will be approximately 7:45. Pictures should begin around 8:30. Pictures should take place similar to last year (park adjacent to Littleton Historical Museum). Band needs to be ready to step off for parade at 9:30.

- Paper plates will be needed for those who are kneeling in the group pictures.
- Video of the parade is needed. Marla will ask her husband Matt for tripod and ladder videos. John Barry will march beside the band and videotape. Kelli Kolar has confirmed that she is sitting in VIP section – she will have an additional camera rolling.

#### **Senior Night:**

Preliminary plan is to hold senior night during pregame at the October 22<sup>nd</sup> game. There are a variety of possibilities regarding how senior night could be done. More discussion in the weeks to come.

#### **Motto/Quote for Program:**

Possibly VISTA PRIDE!

#### **Zia:**

Darren has already looked at some places to stay. There are some great deals out there on hotels.com. Balloon Festival is October 1-9 so there will not be any conflict. The planning committee will need to look carefully at transportation as it might be an issue due to band numbers (the cost goes up dramatically when a second bus is only partially filled). The intent is to keep the cost approximately \$200 per student.

### **Disney World:**

Planning Disney World has proven to be challenging. With the theatre department putting on Beauty and Beast in the spring (8 performances) that will have a full pit orchestra, the days prior to/during spring break are not feasible. Darren is looking at possibly President's weekend in February 2017. The biggest issue will be for parents to have full payment in by December versus January. Cost for this trip could be an issue with regard to transportation. The overall fee will increase dramatically if a second bus is needed and it isn't full. While at Disney World, Darren has stated that the band needs to stay off Disney property. By staying off property for the hotel, students cannot head back to their rooms during time scheduled to be at the park(s). Darren has sent students home for misconduct and does not wish to repeat that. The trip plans to be five days: 5 day trip: 2 days travel (one on each end of the trip), 1 day at the park for clinics and rehearsals, 2 days for Disney and Universal Studios. To help keep costs down, this trip is looking to include marching band, choir, and orchestra

After discussion, the parents in attendance feel that pursuing the trip is reasonable with the incentive of cost reduction through Snap Raise fundraiser. Snap Raise is a blast email fundraiser. Each student/parent sends emails to everyone you know asking for monetary support to help the student to perform at Disney World. Snap Raise sets up the website initially and comes out for an introductory meeting with the students. While Snap Raise takes 20% of the overall income, the cut taken with cookie dough sales is 40%. Darren will call Wayne to start getting things in the works travel wise. The Snap Raise fundraiser will be held by the first Friday of school.

### **Miscellaneous Expenses:**

Doug Green, percussion instructor, has purchased a new xylophone frame as the old one is not usable. He is asking to be reimbursed \$523. No objections.

Darren asked for stipend for band camp percussion instructor, Jon Cales. Approved \$200.

Darren asked for stipend for Color Guard instructor, Mariah. She was present for both mini band camp and the majority of band camp before returning to school. Total stipend being asked for is \$700. Marla informed the group that there is \$400 set aside in the booster account for color guard. This was a donation from Encana Cares specifically designated to color guard.

Discussion took place regarding how guest instructors were to be reimbursed and how they fell into CHSSA rules. Jeff will look into CHSSA rules to verify there are no issues with how BOPA is paying for guest instructors. Darren will check with Trudi Mathews, finance secretary, to verify the process.

### **T-shirt Orders/Design:**

John Barry has designed the parent t-shirts. The parent shirts will not be duplicates of the student's shirts. Both students and parents will have dark green shirts for the year.

The order for the shirts will be placed through Halo. The advantage with using Halo is that once they have an organization's screen, additional orders can be made by anyone at any time on any product available.

### **Next Parent Welcome Night – All Instrumental Music**

The next parent welcome night meeting will include all instrumental music parents. Thoughts are to have it held at a local restaurant/brewery that can accommodate up to 100 people and have appetizers and non-alcoholic drinks available. Parents may purchase alcoholic beverages from the venue. Tentative date for event is Tuesday, September 13<sup>th</sup> (first concert of the season will be October 6<sup>th</sup>). Possible locations: Old Blinking Light, Spruce Brewery, Los Dos Potrillos, Lone Tree Brewery (can bring in own food for this location). The event will be similar to the Marching Band Parent Welcome night – information for the open officer positions as well as the volunteer opportunities throughout the various music groups and the upcoming musical, Beauty and the Beast. This night might also include Darren discussing the upcoming Disney trip due to the date being earlier than projected.

One potential benefit of getting more of the orchestra parents involved it could help to bring in new clinicians (clinicians/organizations charge between \$500-\$1000/clinic).

Leah Rushall will make a few phone calls to see if she can find a location.

### *Officer Elections*

If there is a lot of interest in the officer positions after the next parent welcome meeting, elections will take place to create the officer slate. Once the new officer slate is created dates will be made for completing informal and formal transitions.

### *Meeting Adjournment*

The meeting was adjourned at 8:32 pm. The Zia committee met with Darren following to discuss details for the upcoming trip. The next BOPA meeting will be held on Wednesday, September 7, 2016 at 7pm in the band room.