

## MVHS Band and Orchestra Parents Association

General Meeting of the Board of Directors  
September 7, 2016  
7pm MVHS Band Room

### Meeting Minutes

Debbie Barry	Peter Farina	Andrea Neil	Leah Rushall
John Barry	Mary Hoffman	Janna Perlinger	Tami Sauter
Jeff Bergstrom	John Hollandsworth	Alicia Peterson	Ellen Sanders
Aimee Cameron	Kelli Kolar	Yolanda Rivas	Marcy Stuhlsatz
Joanie Camp	Jennifer Lang	Richard Rivera	Jenny Titus
Marla Cook	Jack Laurent	Sylvia Rivera	Vicki Trummer
Darren DeLaup	Linda Mullins	Tina Rogers	Cathleen Zietz

### Call to Order

Jeff Bergstrom, President of the Association, called the meeting to order at 7:04pm.

### Director's Report

#### Marching Band

- Darren is working on emphasizing to the students, the importance of taking care of themselves. During rehearsal today (9/7), a marching band student was injured. Darren is reminding the kids of the importance of starting their day right by eating a healthy breakfast. Due to lack of food/extremely early breakfast for the State Fair Parade, breakfast did have an impact on the performance. Through Darren's reminders and parents, the overall theme is "The kids' well-being does impact their performance."
- Disney World trip is on! This will be a combined band and orchestra trip. Darren has received a majority of the intent form, still needs a few deposits (the \$100 is past due at this point). Darren made decisions for numbers based on the intent forms. The process for collecting monies for this trip will be for students to bring in checks and then using the check system through the school, pay one check to the necessary parties.
- Concert: Thursday, October 6th is the first concert of the season. It is for orchestra and band. The concert runs approximately 2 hours in length due to the variation of bands that will perform, each ensemble will play approximately 3-4 songs. At one point during the concert the full symphony orchestra will perform. Concert attire measurements are due this week. Measurement forms are available online, checks are to be sent in to Daren. Tuxedos take about two weeks to come in. The order will be placed approximately the week of September 19th. Just a reminder for returning students: parents need to check the student's apparel to ensure that it still fits. Students should talk with Darren if attire items have gotten too small. For the black shoes, they do not need to be expensive or shiny.
- Reminder: Check the band calendar often. The decision was made to not participate in Legend Marching Festival. There were approximately 9 members that were not going to be able to attend leaving too many "holes" on the field. To substitute for Legend Fest, the band will be participating in the Friendship Cup. October 22nd it will be a marathon day of marching band starting with Friendship Cup and ending with senior night at our last home game.

- Details on Zia: A tentative plan was emailed out earlier this week. The trip cost includes transportation, lodging, breakfast, a visit to McCall's farm pumpkin patch (haunted maze farm and food). On Saturday, the band will compete at Zia, at the University of New Mexico. The plan is to have the day at the stadium catered. There will be box lunches for the bus ride back. The cost for the trip will be approximately \$200. More details will be communicated as we get closer to the event.
- Academically eligible: Just a reminder that all band members need to manage their time. They must be academically eligible in order to participate. Darren is watching grades and will be talking with some students in the upcoming week.
- The band just had a new student join today. She is a junior from Liberal, KS and plays snare drum.
- Darren would like to thank all the parents for being here tonight and for volunteering at the various events. The kids see us all helping and get to know the parents. The parent involvement helps improve the overall quality of the band.

## Officer Reports

### President's report

**Jeff Bergstrom did not have anything to report.**

### Treasurer's report

- Currently, 5 families have not paid the BOPA fees. Marla will be contacting them.
- Booster acct - is doing well. Football program is taking an inventory and helping sell some blankets.

#### **Update on fundraising (See balance sheet below)**

- *Equipment fee*
- *Uniform cleaning*
- *T-shirts*
- *Merchandise sales - blankets*
- *Uniform expenses, food, transportation costs will be reimbursing others from booster acct.*
- *Darren has an invoice from Halo - give to Marla.*

#### **Balance Sheet (as of September 7, 2016)**

##### **BOPA Checking**

Beginning Balance (8/3/16) .....	\$4,808.95
Marching Band Fees .....	\$530.00
Merchandise Sales .....	\$605.00
Equipment (xylophone frame) .....	(\$523.00)
Events (Friendship Cup) .....	(\$350.00)
Printing & Production (parent shirts) .....	(\$433.00)
Uniform cleaning .....	(\$339.90)
Professional Services (color guard) .....	(\$400.00)
Misc fees & adjustments .....	(\$15.03)
<b>BOPA Checking .....</b>	<b>\$3,883.02</b>

##### **MVBC Account**

Beginning Balance (8/3/16) .....	\$6,377.21
Professional Services (percussion) .....	(\$200.00)
Merchandise Sales .....	\$120.00
<b>MVBC Account .....</b>	<b>\$6,297.21</b>
<b>Ending Balance .....</b>	<b>\$10,180.23</b>

## Appointed Committee Reports

### **Food (Aimee Cameron)**

#### Donated food

A reminder that all donated food for football games needs to be at Shea stadium by approximately 4:45 (5pm at the latest). Additionally, help is needed in setup tables and awnings.

- For September 8th game, food is being donated by Texas Roadhouse. They will be donating pulled pork and bread for sandwiches. A sign-up genius has been sent out for additional food needs for the game. There are still a few slots available.
- On September 12th, Douglas County Showcase of Bands event, Little Caesar's pizza will be provided at the stadium.
- Mod Market will be providing food for the September 22nd game.
- Qdoba is possibly providing food the the September 30th game. The advertising for Qdoba need to be corrected on the website. Once it has the correct logo, Leah Rushall will show it to her contact at Qdoba.
- Oct 22nd (Friendship Cup & Football Game)  
The Friendship Cup will be held at Prairie View High School in Brighton. If BOPA plans to grill for the marching band, prior notification to the high school will need to be done.

Another reminder for everyone: There are still a few slots available for donated food this year. If anyone has restaurant connections, please contact Aimee immediately.

### **Uniforms (Ellen Sanders)**

- Uniforms need to be cleaned before Zia and Friendship Cup. The uniforms are available to be cleaned following the September 30th game. The current plan is to collect them before fall break, giving the cleaners two full weeks to be cleaned. Additionally, the pants will be sent home with the group that washes them.
- Cost: The cleaners that we use has recently switched to new software that does not allow for manual entering. Therefore, we will be charged \$7.50 for each jacket. The cleaners that the band uses is a small independent business in Lone Tree (across from Sam's Club).

### **Website**

The website is still in need of someone to take over. The main focus of this job is to post pictures and keep information updated in a timely manner on the calendar. It was encouraged to talk with your kids to help as this technology is something that many are familiar with.

### **Fundraising Merchandise**

- Blankets will be sold at all home football games, ideally beginning before pregame. The goal is to have one volunteer before half time and a second volunteer after half time. During half time, Marla is searching for a non-marching band parent that would like to help out or a few trusted teenagers. Kelli Kolar will ask Karigen if she'd be interested in helping with blanket sales. Several volunteers have signed up, but there are still a few slots open. The table for the blankets is just outside of concessions area. The cube will be available for credit card purchases, however, the wi-fi is spotty at the stadium. As the weather gets colder, sales will increase. In order to have this table, permission was required. Jeff or Marla will look into seeing if the announcer will make an announcement

### **Concessions/Fundraising opportunities:**

- There have been people inquiring about selling concessions. Kim Hildebrand with the MVHS Booster Club contacted Marla Cook this past week to see if the bands would be interested in doing concessions for the Freshman and JV football games. The games that are available to be worked are Saturday, Oct 8th (beginning of fall break), and Saturday, November 5th at both the 9 and 11am games. There is also one Friday night game, October 14th at 4:30pm (during fall break). BOPA would purchase the food and price at whatever was deemed reasonable. Whatever money is made is kept by BOPA.

#### **Discussion**

- Someone contacted a football player's parent - they informed BOPA that both the Freshman and the JV games pull decent sized crowds.
- Possible items to sell: Breakfast items (donuts, coffee, hot chocolate) Lunch items (sandwiches, sodas, chips). Keep in mind that we want to be able to purchase items in bulk.
- Leah Rushall will check to see what items volleyball sells during their concession times.
- Unused items: To use for band and various events when food is needed. Possibly bought by volleyball for their use (Leah Rushall will check on the possibility of this).
- This fundraiser would be used for adding funds into the student's fundraising accounts for who work the events. Monies would be divided evenly between participants.
- Mary Hoffman has volunteered to be in charge of this opportunity.

#### **Communication**

- Darren has sent an updated roster to Marla Cook today that contains all parent's email addresses. A few emails have been sent through Gmail at this time, and it seems to be running smoothly.
- BOPA is still in need of someone to take over the Gmail account this year.

### **Old Business**

#### **Parade recap - Suggestions for next year**

- Plan for some form on a healthy breakfast to be distributed and eaten on the bus drive to Pueblo. This will help to verify that everyone has eaten.
- BOPA provide sandwiches and gatorade for lunch next year. This will help ensure again that all marchers have had food (and not food from the fair before the performance).
- All members agreed that 2 meals should be budgeted for next year's State Fair parade and that the food will something that does not get the uniforms dirty..
- The bus was dirty before students got on in the morning. This provided a challenge to keep the uniforms clean while traveling.
- It was suggested that BOPA add an additional volunteer coordinator (or increase the current scope of the role) to include communication to the parents for events to coordinate car pools. This would allow parents to made requests for rides, how many someone can take, etc.
- Is there a way for the communication to the parents to be increased? Right now not all students are bringing home the small sheets of paper that Darren provides them with information on upcoming events. Primarily, parents want to make sure that if their student is required to purchase food, they actually have money with them during the day.
  - Darren will try to increase the communication to parents by emailing the group with a copy of the paper sent home with students.
- Following a win of 2nd place in the Colorado State Fair parade, Darren has informed the band that they are now called the **"Award Winning Mountain Vista Golden Eagle Marching Band"**!

### **Fall Concert**

- The first band concert of the year is October 6th. There will be a sign-up genius for food and time donations. During the band concerts, volunteers (hopefully parents who do not have students performing) work the table. The treats are purchased on a donation basis. Usually \$200-\$250 is earned per concert and goes into the BOPA account.

### **Parent t-shirts – inventory available**

- A few extra parent t-shirts are still available if anyone is interested in purchasing one.. If you have ordered shirts, please come get them from Marla.
- There is a possibility of placing a sweatshirt order for the the parents as the weather gets colder.

## **New Business**

### **Marching Band**

- **September events**
- **Games 9/8, 9/22, 9/30 (homecoming)**
  - Help is needed at MVHS at 4:20 to load the equipment/instrument truck. Help is also needed to unload/load at Shea Stadium as well as unload once the band returns to MVHS.
  - At Shea additional help is needed to set up/take down tables and awnings. At each game, 1 to 2 people are needed to set up the drum major stand, as well as, Doug Green needs at least 3-5 people help move the pit equipment on and off the field for halftime.
  - Band Parents: At games, BOPA sits just to the north of the band in the section across the aisle.
  - Bottles of water are needed for the band following half time. BOPA will also be distributing snacks. A full water cooler will be available too for student to fill their water bottles.
- **DC Showcase of Bands (Sept 12th)**
  - Monday, September 12th, the band will perform at the DC showcase of bands at Echo Park in Parker. DC Showcase is a chance for all bands in Douglas County to perform their half time show in a non-competitive manner. Performances begin at 5pm with each band is given the field for 20 minutes to use however they choose (warm-up, pep talk, perform, etc). There is also an educator
  - During this event, it is mandatory that each high school sends a few volunteers to help with concession sales, making sure that the volunteers are rotated in and out in order to see their student's performance.. This is a fundraising opportunity in which all bands that participate take a portion of the proceeds.
  - The band will be eating by 4:30pm to give everyone the opportunity to watch the other bands.
- **Blanket sales at games**  
**(see Appointed Committee Reports/Fundraising/Merchandise)**
- **Professional Photographs** (Leah Rushall)
  - The group photo taken at Western Welcome Week Parade is the one being used in the football program. It has been asked that the photo be redone so that all of the band is in the same lighting. Leah will check with the photographer to see if she can come to one of the home games (but not at the Oct 22nd game) to redo the group photo and maybe some individual ones.
  - Leah will also see if the photographer could come to one of the concert dates later this year (preferably the Christmas concert, possibly the Fall concert). The intent will be to for her to set up a portrait area and the instrumentalist can have photo taken with their instrument in their concert attire.

- **Fundraiser possibilities**
  - Cleaning Shea Stadium following games: This fundraiser would be for 5 to 6 band members (and their families) to help clean up Shea Stadium following games. This fundraiser would be used for adding funds into the student's accounts for working the events. Monies would be divided evenly between participants.
  - Leah Rushall brought up the idea for the band to have yard signs for the members made next year. They are printed at the Rock Canyon print shop and cost about \$7.50 to make. The volleyball team asked for a \$125 donation this year and the sign would be included - they got 100% participation during the meeting.
  
- **Competitions**
  - **Legend Marching Festival / Friendship Cup/Senior Night  
(See Director's Report)**
  
  - **Zia Update**
    - **See Director's Report for more information**
    - No parent meeting date is set as of yet, however, watch for a blast email from the gmail account.
    - The hotel is requiring an 30 day advanced deposit for the rooms needed.
    - Similar to the Disney trip, Darren will be collecting the funds from the students and then sending one check from the school to pay for busses, hotels and any other vendors.
    - Bussing: Darren is still evaluating the bussing matter. The cost is \$4000/bus for the Zia trip. Two possibilities are 1) to have 1 bus and 14 passenger district bus or 2) 1 bus and a few parent volunteers to drive students in their vehicle to New Mexico. Any parent interested in helping drive needs to complete a parent/chaperone form and the personal vehicle waiver. Permission will also need to be obtained from the student's parent in order to ride in a personal vehicle.
  
- **Happy hour - Evite update**
  - Happy Hour event for Tuesday, September 13 at Lone Tree Brewery from 6:30-8:00. Band parents and BOPA will provide food. Anyone attending may purchase drinks directly from the brewery.
  - Darren blast emailed all parents in all bands early today with the link to the Evite.
  - Currently there are only 15 people signed up. Marla Cook would like to have 50 people RSVP for the event or she will be postponing it. RSVP's are due by the 9th so that a head count can be given on the 10th.
  - Watch for blast email on Saturday, Sept 10 for food sign-up.
  
- **Transitioning/Training new coordinators**
  - **Dropbox documents**
    - Videos and pictures are filling up Dropbox. One suggestion to alleviate the storage issue would be to use band parent email and set up a separate dropbox. Aimee and Marla will talk about the usage and what a viable solution is.

- **Disney Trip Update**

- Darren is encouraging all parents to look through the Disney folder that was distributed during the parent meeting on August 29th.
- Snap Raise fundraiser: Currently there is participation from 56.9% of the band members. This equals approximately 70 students. They have raised \$14,517 to date. A check was received directly to Darren from a local orthodontist who pledged money to several band members. Just a reminder that 40% of what each student raises can be applied to the upcoming trips (Zia, Disney World).

### **Announcements**

- The green wagons that are used at events will need to be replaced next year as they belong to Marla and this is her last year at Vista.
- Possible consideration for next year's Western Welcome Week Parade: an invitation for Poms and Cheer to join the band. Darren will take this suggestion into consideration.

### **Meeting Adjournment**

The meeting was adjourned at 8:28pm. The next BOPA meeting will be held on Wednesday, October 5th, at 7pm in the band room.