

ARMADA MUSIC BOOSTERS E-BOARD  
MEETING MINUTES  
OCTOBER 18, 2011

**Present:** Maria Cefali, Chris Hess, Sharon Knust, Steve Loveday, Debbie Sheridan, Keenan Thomason

Next Meeting: November 15, 2011 (E-Board 6:30 pm, Parent Meeting 7:30 pm), MS Band Room

**NEW BUSINESS:**

**Bow Ties:** Maria will purchase 50 bow ties from Hobby Lobby to have on hand for students for purchase for concert season. We will determine price after purchase.

**MS – Chamber Festival:** 11/01/11 registration deadline. Keenan will encourage kids to experience the chamber groups. Payment is required at the time of submitting application. Date and Location: 1/14/12 – Rochester High School.

**HS Solo / Ensemble:** 11/01/11 registration deadline. Steve will encourage freshman to go. To earn varsity band letter it requires 2 years marching and 1 solo/ensemble. Payment required at time of submitting application. Date and Location: 1/28/12 – Rochester High School.

**Music Department Calendar:** Steve presented an updated music department calendar on 9/30/11. It resides on the Information Tab of the website.

**Choir Uniforms:** MS uniforms. Current dresses are unusable. The dress code for the group will be black pants and a solid color shirt of the student's choice.

**HS Concert Uniforms:** HS will wear tuxedo shirt/bow ties, black pants, black socks, black shoes. Students can wear their own black pants or wear the school owned black pants. Skirts/jackets will not be worn as there are not enough for entire group.

**Jazz Band Uniforms:** Bright – neon colored shirts (choice of 4-5), black pants, black socks, black shoes. Debbie and Chris will coordinate shirt order. Steve will distribute website address.

**Rental Program for Elementary Orchestra:** Keenan reported that 22 new rentals were received in October. He is anticipating between 45 to 50 members. Last year there were 55.

**Oakland University Field Trip:** The HS chorale and concert choir will make a trip to OU for an evening of music. The evening will include a concert and dinner out as a group. The date for the concert is 11/18/11. Money is due 10/28/11.

**MS Tuxedo Shirts/Bow Ties:** The final deadline for payment for the shirts is 10/27/11, otherwise the order will not be placed, requiring the student to purchase it themselves.

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**Marching Band Uniforms:** Steve will set up meeting with Dr. Kummerow regarding uniform needs for the 2012-2013 year. Initial response is there may be some financial support for new uniforms. Music department exploring grant options and booster fundraising ideas. Jean Persley has volunteered to complete the grant writing as she has experience in this field. She will also coordinate fundraising efforts with boosters.

Uniform Pricing provided by Steve:

In stock materials:

Bibbers pants (plain black) \$34.50

Shako style hat \$40.00 with plastic carrying case (decoration and customization is extra \$10.00)

Plumes \$15.00 each

Gloves \$3.00 each

Custom materials: (price changes with customization)

Fully constructed coat (lifetime warranty, dry clean only) \$185.00

Washable lighter weight coat (7 yr warranty) \$120.00

Hybrid Coat (mixed material, generally dry clean but can be washed, 10 yr warranty) \$145.00

Didn't price rain gear.

So total top end would be around \$300.00. Cheapest route is about \$210.00.

**Band Camp:** A new camp option is being explored in Charlevoix MI. First week of August is available and cost meets our budget. Camp amenities include a staffed life guard, modern cabins, and camp chaperones are complimentary. Steve is verifying that school transportation is available. He will also check charter bus rates as another transportation option. Consider arriving Sunday night and return Friday. Steve intends to have pre-camp dates as well prior to band camp to enhance camp Set up pre-camp dates. A review of the camp will take place in November. If satisfactory a deposit will be giving immediately.

**HS 2012 Trip: Gatlinburg:** 40 students 12 chaperones (52) 4/26/12 – 4/29/12. Steve planning tentative trip now. He will get information out to kids soon with required deposits. A payment plan will be set for remaining costs.

**CURRENT BUSINESS:**

**Treasurer's Report:** Sharon presented the 10/18/11 Report. Current General Fund Balance: \$8,965.47. Current Student Account Balances: \$12,472.87.

**2012 Blood Drive:** 10/18/11: Date for blood drive has been added to the School Dude calendar of events. Date set for 6/01/12. Maria will coordinate drive with ARC.

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**Fruit Fundraiser 2011:** 09/16/11 – 10/13/11. Wendy Pado will coordinate, recruit volunteers, and oversee all phases of the annual fruit sales. Fruit delivery is expected between 11/14/11 – 11/20/11. One overall award of \$50 will be issued to the largest fruit order. 10/18/11 Update: initial feedback from Wendy is very positive meeting 2010 sales.

**Good Old Days Parade:** 10/18/11: Sharon reported that the check received by Good Old Days was not signed. She will attempt to locate check signer. Check amount is \$600.00 for participating in the parade. Steve requested the amount be increased this year as additional expenses were needed to transport the larger band.

**Booster Recruitment:** 2012 – 2013 year. Chris Hess will be stepping down from the boosters at the end of the term in April 2012. Chris holds the position of HS representative and acts as the booster secretary and webmaster. We are communicating the need at this time to allow job shadowing for any interested parent to assist with a smooth transition. The boosters are also looking for choir representation for the current term and for future terms.

**BWAC Festival:** 10/04/11. Steve informed the group that all booster groups need to provide food and drinks for their own students as no community dinner will be served this year. Venue: Port Huron Memorial Stadium. The band leaves AHS at 4 pm and the approximate return time is 10 pm. Food needs to be available at 5:45 pm. The boosters will purchase Subway sandwiches, chips and water which can be easily transported on the bus. This event is completely outdoors, weather permitting. 10/18/11: Boosters provided Subway Subs, water and chips. Item Closed.

**AHS Open House:** 9/15/11: Steve will conduct the open house activities on the marching field. This will give parents an opportunity to witness the group in action. Item Closed.

**Band Day at Grand Valley State University:** 9/24/11: Steve reported that a total of 20 students are attending Band Day. The total cost of the trip is \$50.00 and includes dinner, ticket to football game, tee-shirt, and hotel accommodations. 10/18/11: The event was a complete success and enjoyed by all participants. Item Closed.

**MSBOA Marching Band Festival:** Festival event took place on 10/11/11 at Port Huron High School. AHS received a good (II) ranking. The band received many high marks missing an excellent (I) ranking by a few points. This was a very successful marching season.

**Middle School Needs:** Keenan is looking for volunteers to help with choir dresses; fittings, repairs, etc. Also need assistance at MS open house (9/27/11) for sizing tux shirts and distributing signup sheets for cookies/juice at upcoming MS concerts. Volunteers provided their names to Keenan during the meeting. Item Closed.

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**Website Additions:** Boosters agreed to spend \$71.80 for a 2-year add-on video feature to the website. George Nelson will complete and invoice the boosters. Steve commented that we need to ensure that no music department students have objections to having their likeness on the website. Chris will contact all three school offices to determine if any music students/parents have indicated this on the Privacy Form. 10/18/11: An email was issued to all school administrators the week of 9/26/11 for consideration. If any students are identified a list will be compiled. George Nelson was notified the week of 9/26/11 to add the video feature to the website. George posted our first video – Richmond Good Old Day’s Parade. Hoping to post more in the coming months.

**Orchestra Uniforms:** Orchestra would like black pants and a black shirt. Steve and students to work on. Orchestra students would like to designate a “concert uniform” to distinguish themselves from the other groups. Students would cover costs and would own/maintain own clothing.

**Dinner Dance:** Date Set. 4/13/12. 10/18/11: We have been advised that Creek Center Banquet Hall is not available in 2012 therefore we will hold the event at Krause Elementary School. The date and preliminary set up requirements has been added to School Dude. Catering will be outsourced to Achatz Catering. We will rent table clothes. Maria has agreed to coordinate basket raffles. Debbie and Chris will co-chair the event.

**Event Coordinators:** Steve and Keenan expressed an interest in developing event coordinator duties for designated large events such as festivals, band camp, parades, etc. Both directors indicate that they receive many emails/calls after the fact of parents offering to help. By creating the duties, they feel it will be easier to recruit a liaison to coordinate the specific details. Chris will create a draft. 10/18/11: item not discussed.

The boosters handle the remainder of the music department activities and have begun to create job instructions to ensure all duties are handled professionally. Each booster member is responsible to create instructions for each project/program they coordinate. A master list will be held by the booster secretary.

**Communication Methods:** Steve and Keenan indicated that the schools are going “paperless” and requesting that all departments reduce the amount of paper used for memos, forms, etc. Both will continue to refer students/parents to the website for up-to-date information relating to the music department. This is the official site of the music department and was created with the parents in mind to provide them with all of the information necessary to keep current on events.

Steve indicated that the HS will be participating in a new communication method – Google Apps, which will allow teachers to communicate with all students, selected students, parents, etc. to inform them of important dates, tests, etc. Hopefully this new option can be used to pass along information immediately and to direct them to the music department website for detailed information.

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**PREVIOUS ITEMS NOT DISCUSSED:**

**Interactive Booster Meetings:** Discussion took place to consider having interactive booster meetings with specific tasks or volunteer opportunities. General consensus is that parents would rather be participating vs. listening to group talk about upcoming events.

**Cost of Program per Student:** Discussion took place to develop a standard cost per student and fundraising ratio to enhance communication of finances of music programs. Also touch on middle school and high school events such as trips, festivals, band camp, etc. as a means to start fund raising for future student expenses.

**Kroger Rewards Cards:** Annual enrollment is required for each participant every May per the Kroger Corporate Policy. We will communicate this each year via the website and periodic newsletters.

**Music Pride Wear:** Keenan stated some of the band kids had an interest in getting band pride wear shirts. Wendy has a local source if there is an interest for students/parents, who is currently the source for the elementary schools pride wear. Maybe start out with hoodies, sweatpants and maybe zip ups. Very reasonable with her prices and gives schools an even better deal. There will be absolutely no delivery fee ever. There is absolutely no set up fee ever, there is absolutely no minimum number of items that we need to order, she can do 1 or 100. Price is dependent on design and number of colors. Wendy could have available for Tiger Days.