

SCHS Orchestra Booster Club Board Meeting Unofficial Minutes

August 18, 2021

Transcribed by Teresa Gribshaw, Secretary

Location:

Virtual Zoom Meeting (due to COVID-19)

Attendees:

Marci Swift (Orchestra Director)

Tammy Toth (2021-2022 Orchestra Booster President)

Mandy Petrocelli (2021-2022 Orchestra Booster Vice-President)

Polly Peckham (2021- 2022 Orchestra Booster Treasurer)

Teresa Gribshaw (2021-2022 Orchestra Booster Secretary)

Call to Order: 7:00 pm

Upcoming Board Meetings

- Board Meeting #2: October 6, 2021, 7:00 pm, Location TBD
- Board Meeting #3: December 8, 2021, 7:00 pm, Location TBD
- Board Meeting #4: February 9, 2022, 7:00 pm, Location TBD
- Annual Board Meeting #5: May 24, 2022, 7:00 pm, Location – Auditorium, prior to Spring Concert
- Tammy will send out an email with confirmed upcoming board meeting information.

Stallion Stampede

- August 19, 2021, 1:00 – 6:00 pm
- Boosters do not need to be present.
- Tammy will create a Welcome Flyer that includes a list of vacant volunteer positions and will email the flyer to Mrs. Swift for distribution. All board members approved removing the following volunteer positions, since they are no longer needed: Slide Show/Photographer and Videographer.

Uniforms

- Mrs. Swift has conferred with other orchestra directors, and it has been decided that orchestra student uniforms will be “concert black” this year due to the continued possibility of switching to virtual schooling depending on the spread of COVID. This will keep families from spending money for formal uniforms that could possibly not be used. Also, many schools prior to COVID have been moving to “concert black.” Mrs. Swift will distribute in writing to students/family members what constitutes “concert black,” detailing what is and is not appropriate attire.
- Teresa will find out if people can order individually from the orchestra uniform catalog in the event anyone would like to order the formal uniforms used in the past.

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Tag Day

- Chair is Chris Walton.
- There is a current effort to develop a way to digitally document information for ease of calculating department numbers, monies, etc. and to have a record for the next school year.
- If students cannot go door-to-door and speak to residents in person, tags will be delivered and left at houses.
- Orchestra is responsible for the Volunteer Hospitality Room. A sign-up genius will be distributed prior to Tag Day to obtain volunteers for the day and donated food and other related items needed for the hospitality room.
- Tammy is going to research the purchase of a large coffee urn to be funded by the Boosters and used for this and other future events.

Pie Sales

- Co-Chairs are Teresa Gribschaw (who will coordinate Pie Orders) and Tammy Toth (who will coordinate Pie Delivery Day).
- Pie Sale Order Dates: October 12-26, 2021. Pie Delivery Day: November 15, 2021, SCHS dock.
- Teresa will send Mrs. Swift a list of materials needed for the Pie Sale Order Packets to be distributed to the orchestra students participating in the fundraiser.
- A Pie Sale announcement and information email will be sent by Mrs. Swift to orchestra families one week before the sales begins, and student packets should be ready to hand out prior to the beginning of the pie sale, October 12, 2021.

Masquerade Concert

- Date: October 26, 2021, 7:00 pm in the auditorium.
- There will be no lunch provided at the Masquerade Workshop. Participants will need to bring any food/drink for the day, and if they bring a refillable container, water refills can be obtained at SCHS.
- Boosters will pay for the Masquerade t-shirt and group picture given to each participant.
- Tammy will speak to the audience on behalf of the Boosters prior to the concert.
- There will be a T-shirt Sale Table set up outside the auditorium for selling left over t-shirts. A table, change box, and a volunteer to conduct sales will be needed.

Clinicians

- Not sure yet if approval has been given to bring in clinicians. If approval is given, the Boosters will fund the event which will take place in the Spring before Assessments.

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Air Filters for the Orchestra Room Air Purifiers

- Tammy will research the replacement schedule for air filter and order refills when needed.

Treasurer Report

- **End-of-year Financial Review (EOYFR):** The EOYFR will be conducted before the October 6, 2021 board meeting; date TBD. A non-board member needs to be present during the review. For ease of obtaining a volunteer amid COVID concerns, a board member's spouse will be the first option explored.
- **2021-2022 Orchestra Budget:** Polly will present the 2021-2022 Budget at the October 6, 2021 board meeting, and a succeeding vote to approve the budget will take place.
- **Burke & Herbert (B&H):** The Booster Club checking account still needs designated signee paperwork completed by Tammy and Mandy. Polly will schedule a date and email that to Tammy and Mandy, so they can go to one B&H branch together rather than making separate appointments.
- **Change in By-laws:** A change in the by-laws concerning the number of signees needed on Booster checks written will be discussed and voted on at the October 6, 2021 board meeting.

Orchestra Spring Trip

- Only day trips (no overnight trips) have been approved for students during the 2021-2022 school year due to COVID concerns/regulations. Options in lieu of an overnight event, such as Busch Gardens or the Kennedy Center, will be researched, and the topic will continue to be discussed in the coming months.

Other Fundraisers

- Mrs. Swift suggested revisiting a 99 Pledges fundraiser to be held in the Spring.

Next OBC Board Meeting is scheduled for October 6, 2021, 7:00 pm, Location TBD

Adjournment: 7:52pm