

BRHS BBA Executive Board

Meeting Agenda

May 3, 2016

Invitees: BBA Executive Board (Lamar Wilson, Laura White, Tammie Willenbrock, Kory Fierstine, Kelly Cieslak, Ryan Dempsey), Carolyn Renshaw and BBA members

Purpose:

- 1) **Officer reports**
- 2) **Band program updates**
- 3) **Upcoming events**
- 4) **Bylaws revisions**
- 5) **Questions, comments, concerns**

Meeting Norms

1. We meet promptly on scheduled days between 7:00 pm – 8:30 pm.
2. We come to meetings prepared and ready to actively participate.
3. The agenda is communicated via email 24 hours in advance.
4. Minutes are recorded and communicated via email within 48 hours post meeting.
5. We value all opinions with positive, open-minded attitudes and take turns sharing.
6. We reach decisions by consensus. When necessary, we use Roberts Rules of Order when motions and voting occur.
7. We will attend to business on the official agenda first. There will be a question and answer session after all agenda items have been addressed.
8. We agree to curb unrelated discussions to the parking lot.

Facilitator: Lamar Wilson

Timekeeper: Kelly Cieslak

Recorder: Kelly Cieslak

MAX TIME	POINT PERSON	TOPIC	NOTES/DECISIONS
5 minutes	BBA President-Lamar Wilson	<ul style="list-style-type: none"> • Opening remarks • Tax status updates 	•
10 minutes	Treasurer-Kory Fierstine	<ul style="list-style-type: none"> • Budget • Funds allotted for upcoming end-of-year banquet • Fees for Marching Band and WG next school year – same as this year? 	•
10 minutes	VP Communications - Tammie Willenbrock	<ul style="list-style-type: none"> • Communications updates • Nominations Committee updates 	•
20 minutes	VP Fundraising-Laura White	<ul style="list-style-type: none"> • Firehouse/Meadows for 5/9 • Scholarship Committee update/check in • Season-end banquet coordination (who?), including senior t-shirts. • Summer board/committee meetings? • Summer practices and events (fireworks concessions worth it?) • August parent meeting scheduled before commitment meeting? • Clear message at commitment meeting that family support and participation is needed (chart showing how much boosters give, historically) 	•
5 minutes	Secretary-Kelly Cieslak	<ul style="list-style-type: none"> • Preparations for May Commitment Meeting • Preparations for end-of-year banquet • Slides for parent meeting on 5/10/16 due to Kelly by 5/7/16. 	•
15	Band Director-	<ul style="list-style-type: none"> • General updates • Status of permission slips and 	•

minutes	Ryan Dempsey	forms needed for students in Marching Band	
10 minutes	Review of Action Items from Previous Meeting	<p>Everyone: Slides to Kelly for parent meeting due on Sunday, 4/10/16. DONE</p> <p>Ryan: Get accreditation paperwork for BRHS from Mr. Spage. Set date for Marching Band Commitment Meeting. DONE</p> <p>Set date for spring band concert: DONE: Date is June 2, 2016 at Farmwell Station</p> <p>Confirm date for Jazz on the Lake. DONE: Date is May 19, 2016.</p> <p>Move date for IDL/WG banquet due to conflict with musical on 4/14. DONE: New date is now April 28, 2016.</p> <p>Set date for end of year band program banquet. DONE: May 26, 2016</p> <p>Let Laura White know total number of students attending band program end of year banquet. STATUS?</p> <p>Kory: Provide names of students with outstanding invoices to Mr. Spage (seniors and anyone leaving BRHS). STATUS?</p> <p>Tammie/Kelly/Laura: Update Marching Band handbooks. NEED TO DO</p> <p>Laura: Ask Jenny Runyon to proofread scholarship application. DONE:</p> <p>Create Scholarship Committee. DONE</p> <p>Ask friend who is a professor to serve as judge for scholarship applications. DONE</p> <p>Speak to potential members about</p>	•

		<p>serving as VP Fundraising. STATUS?</p> <p>Kelly: Ask music teacher and principal and AP at her school if they are willing to be judges for scholarship essays. DONE: Elaine Gines, music teacher at Cedar Lane ES, Robert Marple, Principal at Cedar Lane, and Krister Tracy, AP at Cedar Lane are all willing to serve as judges.</p> <p>Prepare slides and forms for Commitment Meeting. STATUS: Working</p>	
15 minutes	All	<ul style="list-style-type: none"> • Q & A • Address Parking Lot Issues • Miscellaneous 	•

Parking Lot:

Action Items:

Other Notes: Parent meeting on 5/10/16