

# BRHS BBA Membership Meeting Agenda

October 4, 2016

7:00 pm

Invitees: BBA Executive Board (Carolyn Renshaw, Laura White, Tammie Willenbrock, Kory Fierstine, Kelly McNeil, Jeanine Gallagher, Donna Vanik, Ryan Dempsey), Andy Schlaff, and BBA members

**Purpose:**

- 1) **Officer reports**
- 2) **Band program updates**
- 3) **Special election for BBA Secretary**
- 4) **Upcoming events**
- 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 10 days 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: Carolyn Renshaw*

*Timekeeper: Kelly Cieslak*

*Recorder: Kelly Cieslak*

<b>MAX TIME</b>	<b>POINT PERSON</b>	<b>TOPIC</b>	<b>NOTES/DECISIONS</b>
15 minutes	BBA President- Carolyn Renshaw	<ul style="list-style-type: none"> <li>• Opening remarks</li> <li>• Approval of last month's meeting minutes</li> <li>• Review of event calendar</li> </ul>	•
10 minutes	Treasurer- Kory Fierstine	<ul style="list-style-type: none"> <li>• Budget report</li> <li>• Tax status updates</li> </ul>	•
5 minutes	VP Fundraising – Laura White	<ul style="list-style-type: none"> <li>• Fundraising updates</li> <li>• Wreath sales</li> <li>• Dining for Dollars</li> <li>• Possible Tag Day for IDL and WG</li> <li>• Online store</li> <li>• Other fundraising ideas</li> </ul>	•
5 minutes	VP Communications -Tammie Willenbrock	<ul style="list-style-type: none"> <li>• Upcoming Photography Session with Victor O'Neill Studios</li> <li>• Thank You to the Publicity Crew</li> <li>• Newsletters: BRHS BBA and BRHS School Newsletter</li> <li>• Outreach: Community, Media, and Alumni</li> </ul>	•
5 minutes	VP Volunteers – Donna Vanik	<ul style="list-style-type: none"> <li>• IDL and WG committee members needed</li> <li>• Commitment meeting for IDL and WG planned for 10/19</li> <li>• Chaperones and help needed for game vs. Stonebridge</li> </ul>	•
5 minutes	VP Student Services – Jeanine Gallagher	<ul style="list-style-type: none"> <li>• Game vs. Stonebridge: Dinner details</li> </ul>	•
5 minutes	Secretary- Kelly McNeil	<ul style="list-style-type: none"> <li>• No report</li> </ul>	•

10 minutes	Band Director- Ryan Dempsey	<ul style="list-style-type: none"> <li>• General updates</li> </ul>	•
10 minutes	Membership	<ul style="list-style-type: none"> <li>• BBA Secretary election</li> </ul>	•
10 minutes	All	<ul style="list-style-type: none"> <li>• Q &amp; A</li> <li>• Address Parking Lot Issues</li> <li>• Miscellaneous</li> </ul>	•

**Parking Lot:**

**Action Items:**

**Other Notes:**