

Oviedo High School • 601 King Street • Oviedo FL 32765

**Executive Board Monthly Meeting  
June 8, 2016**

The Executive Board Monthly Meeting was called to order at 7:03pm. Motion to approve the minutes 1<sup>st</sup> – Daun Cooper, 2<sup>nd</sup> – Charley Cartee. Motion passed.

**President's Report – Michele Byington**

Michele Byington introduced Marge Maturo, the new committee chair for Fundraising.

**Vice-President's Report –Daun Cooper**

**Treasurer's Report – Whitney Astacio**

Savings Balance: 5/31/2016: \$23,475.18

Checking Balance: 5/18/2016: \$33,360.06

Whitney Astacio requested that all receipts for this year be submitted as soon as possible so that the year can be closed out.

**Secretary – Janet Hey**

Janet Hey created the sign in sheet for those in attendance.

**Student Accounts Treasurer – Kendra Juge**

Banquet generated the clearing up of many small fees and Springtime charges like Solo & Ensemble, instrument rent, and the like. We ended up just shy of a positive balance overall, but should be in the black for June.

We are already seeing payments for instrument rent and guard for the upcoming season 2016-17. I'm looking forward to receiving lists from the Directors as to our new band kids (instrument rent, percussion fees, roster) and color guard members (1st guard payment due June 15th).

Final financial reports of the 2015-2016 season:

SA Positives:	\$7,08.13
SA Negatives:	-\$8,519.55
Net:	-\$1,437.42

Scholarship:	\$969.30
<b>Overall:</b>	<b>-\$468.12</b>

We will need to write off a few bad debts for those seniors who just graduated, take care of sibling transfers, and then transfer leftover change to the Scholarship fund before I retire/remove the seniors from Student Accounts.

Kendra reported that there are a few students with large amounts owing on their accounts and asked if there was a way to help those students. She will print an information sheet regarding the scholarship program and Dennis Line will meet with the students to see if it possible to work out a way to pay down the positive balances.

### **Band Director – Dennis Line**

Ice Breaker was a success. There are currently 40 students in Guard and the staff are looking to continue to recruit through the summer. The band is larger this year so 7 buses will most likely be needed for transportation.

Mr. Line reported that he is adding some Beatles music to the end of the show and will start working on the drill by mid-June. He would like to update the Finale music software for \$149. Motion to approve – Kristen Betancourt. 2<sup>nd</sup> – Michele Tibbetts. Motion approved.

### **Auxiliary Committee – Melinda Ragland**

Melinda Ragland reported that the first practice had to be cancelled because of the school closure due to the tropical storm. Guard have started conditioning practice. She is restocking the Guard Box for the upcoming year.

### **Chaperones – Kathie Lind/ Kristen Betancourt**

Kathy Lind requested to hold Chaperone training the second week of band camp: Mon 8/1, Tues 8/2 and Wed 8/3 from 7:45 – 8:30pm. Kristen Betancourt requested that an e-mail be sent reminding parents to sign up to chaperone band camp. She reported that a few coolers need to be replaced and also asked for donations of towels for band camp. Debbie Felty will check which coolers need replacing. Dennis Line proposed a motion to spend up to \$250 as necessary on replacing coolers. Motion passed.

### **Concessions – Debbie Felty**

May concession student hours were turned in to student accounts. We are offering the soon to expire/expired soft drinks to parents – there is some diet coke and sprite left at \$5 case. We sold all of the gatorade to the middle school band camp at half price as it expires before our first game. Inventory will be completed by end of June. Debbie would like to schedule two evening "open house" concession dates during band camp on the dates we are not offering chaperone training. Jeremiah's, Chik-Fil-A and Tomasinos are returning for Varsity Football concessions.

### **Fundraising – Marge Maturo**

Michele Byington reported that Fundraising will be selling Spirit tumblers for the fundraiser for the year. Marge Maturo will kick off this fundraiser at Band Registration. The OHS Logo

cannot be used but we can use the Lion Head and the slogan "The Pride of Oviedo". Cheesecake canvassing has already been set for Saturday Oct 8<sup>th</sup> and in spring we will continue with Bucks for Band. Marge will look for corporate sponsors.

**Media Committee – Dale Voorhees/Katrina Voorhees.**

Smugmug account is set-up and ready for us to use next year. We have begun testing the waters with some images from recent events. Seems to be working well so far.

**Hospitality Committee Eileen Scully/Tiffany Roberson**

Meals for the second week of Band Camp will be Pre-Order only during Band Registration. The tentative plan is Mon: Chik-Fil-A; Tues: Jersey Mike's; Wed: Chik-Fil-A; Thurs: Tomasino's.

**Publicity Committee – Janet Hey**

**Spirit Committee – Lisa Scheffler**

**Transportation/Equipment Committee – Larry Byington**

Larry Byington would like to place a sign-up sheet on the web site for the transportation/equipment crew for the marching season. Debbie Felty and Daun Cooper will work with Larry and Charley Cartee to achieve this. The large trailer needs to be hauled to Robert Lalich's shop for finishing. We now have 2 band parents who have a commercial driver's license. Equipment crew (5/6 people) may need to travel to events on the buses this year.

## **Uniform Committee – Mindi Lalich**

### **Web Internet Committee – Charley Cartee**

Charley Cartee is working on changing over the owner details for the band web page. He may need an executive signature on letterhead for this. There is a problem with e-mail blasts often going into Spam folders – it is possible that we may need to change providers to resolve this issue. He will update us at the July meeting.

### **Banquet Committee – Lori Mitchell**

Lori Mitchell reported that she has started looking for alternative venues but this will take time to research fully and in the meantime she would like to book the Westin for the 16/17 year. The Westin will charge \$25/head for a Sunday afternoon or \$30/head for a Saturday evening. It was agreed that a sit-down dinner was preferable to a buffet and Lori will reserve the Westin for Sunday 5/21/17, 2:30 – 6:30pm.

## **Unfinished Business**

Michele Byington gave an update on the status of the Associate Band Director position. Marc Kolodinsky has accepted the part time position and Mr. Trybus is looking for a way to fund a full-time position for the upcoming school year.

Dennis Line reported that there will be two wind rehearsals on Wed 6/22 and 6/29 from 6 - 8pm. Chaperones will be needed.

Band Camp Registration will be Thurs 7/21 at 6pm followed by a mandatory meeting at 7pm. Doors will open at 5pm. The Schedule of Fees for Band and Color Guard were reviewed together with the registration forms. The Image Consent Form has been updated to include social media. Forms cannot be notarized before July 1<sup>st</sup>. A discussion was held regarding the imposition of a fee for credit card payments. Fees have to be per transaction and a flat rate. A \$3 fee will be charged for each credit charge transaction; this information will be added to the registration forms. Michele Byington, Daun Cooper, Whitney Astacio, Janet Hey, Michele Tibbetts, Melinda Ragland and Marge Maturo will help with registration. Debbie Felty and Kim Schacht can act as notaries but an e-mail blast will be sent out to recruit an additional notary.

Michele Byington reported that she had revisited the 16/17 budget with the updated Guard numbers and that with a Guard of 40 minimum no additional fundraiser is needed to balance the budget.

## **New Business**

Larry Byington reported that the Guard Captains would like to renovate the Guard Room. Larry can purchase shelving for \$169.99 + tax and install the shelving. Melinda Ragland made a motion to approve the purchase. Kristen Betancourt 2<sup>nd</sup>. Motion passed.

Michele Byington reported that one band has already contacted her regarding Preview of Champions. The pamphlet and forms need to be updated for this year. Daun Cooper will do this.

### **Announcements**

Board meetings for the 16/17 school year will be at 6:30pm on the second Wednesday of the month.

Adjourn at 8:26pm