
Northglenn High School Music Program Board Meeting Minutes

Monday February 14th, 2021

6:30pm

Attendees

Jessica Bottger: President, Jeanine Ashley: Finance Chair, Cassandra VanBlaricom: Bingo Chair, Ally Dawson Brown: Fundraising Chair, Eric VanBlaricom: Website & Communication Chair, Freddie Smith: Volunteer Chair Eric Stehle: Band Director

Agenda

Introduction of members and guests.

Approval of January meeting minutes – Changed and updated names for Freddie & Eric V. – Motioned and Passed

Open board positions – Vice President, Secretary, Uniform Chair – Have a few parents who have reached out.

New Business

1. Update from Eric S.:
 - a. What's next?
 - Registered for Band CBA – March 28th in Gillcrest \$250 per group – Did we get this done? – Symphonic band to participate. Motioned and passed to be paid out of General - Done
 - Next Years show – Still looking at music and will be reaching out to staff. Drum Major tryouts and Leadership are in April.

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1. Looking at Kenny Bailey to do the Drill again. He is wanting \$4,500. – We are going to look at the budget earlier this year to see if we can make this happen.
 2. Right now, the only staff that we have is Mr. Kenney and Becca.
 - We got the bus invoice from Marching Season - \$1140 – Motioned and Passed
 - Orchestra festival @ Mountain Range April 4/6 \$200 – Motioned and passed
 - CMEA – update how was the conference? – We will not be combining with Thornton.
 - Musical is Feb. 28th – March 5th
 - Concert for all groups March 8th
 - Eric S. is taking some students from both Orchestra and Band to visit the middle schools to help get some interest – Next Thursday
 2. President update: Jessica to present
 - a. Talk with Hector about setting up an online store for merchandise
 - Discuss the items that Hector sent to me for options
 - b. Rocky Mountain Bingo December invoice - \$1467 – Did we pay this – In the mail
 - c. Rocky Mountain Bingo January Invoice - \$2805.50 – motioned and passed
 - d. Eric S. can you go through your keys and get into the shed. We need access and need to make keys so that we can get to our stuff.
 - e. Still transitioning emails and training.
 - If I can't recover the email that Melissa had for the volunteer chair, then we will assign a different one or create one for that chair.
 1. I will get Freddie's new email set up and get him and Cassi both added to Charms
 - f. Check from State Farm & King Soopers – Gave to Jeanine to deposit along with the rest of the Winter Guard dues.
 3. Communications update: Eric V

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- a. How to keep the communications exciting during the concert season?
 - Eric S. How is the google doc coming? – Should be finished sometime this week
 - Website Update – Going live the week before the concert. Will have the concert link to the website so that everyone can look at the website.
 1. Motioned and passed to pay for 2 years to own our Domain for the Website
 2. Eric S. can you send the new link to Mrs. Nunn so that we can go live next weekend.
 - Communications weekly update – feedback – the new communications look great
 4. Bingo updates: Jessica/Cassi to present
 - a. We had a customer complaint. Jessica responded and we are now waiting on results from the SOS – Still waiting on response from the SOS – Paid \$20
 - b. Must Go was awesome made \$20K!!!!
 5. Fundraising updates: Ally to present
 - a. Other upcoming events are as follows:
 - Butterbraid Hearts : 02/07 thru 02/18 with delivery on the Friday 25th at 5pm.
 1. Sending out another reminder in this week's email for turn in and money pick up
 - Bed Sheet fundraiser for March – Mattress Fundraiser in April
 1. Eric is checking on space in the school
 2. What date is this scheduled again?
 3. This fundraiser is an organization fundraiser.
 6. Finance update: Jeanine to present
 - a. Did we get Eric S reimbursement? – Still waiting on Eric to send the receipt. We also owe him for one night at the CMEA. Total being \$456
 - b. Bank Reconciliation - Completed

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- c. Review current monthly reports – Jeanine and Jessica are still going to drill down into a few line items.
 - d. Additional bills to be paid?
7. Volunteer Update: Freddy to present
- a. Ideas to get more volunteers.
 - Freddie wants to put out a survey to the parents to get feedback and try and see what we can do to get more parents involved
 - b. Ideas for 8th grade night? March 7th
 - Who will be there? - Jessica
 - What can we do? – Eric will have a google spreadsheet for students to sign up with

Next Month's Meeting: March 17th @ 6:30pm??

Notes

Action Items

1. Eric S.
 - a. Get the student info google doc completed
 - b. Work on the concert program link to send to Eric V. to link to the Website
 - c. Look for the key to the shed
 - d. Gather all the locks and keys so we can go through them
 - e. Email Jeanine the receipt for reimbursement
 - f. Check on school availability for the mattress fundraiser
 - g. Google doc for 8th grade night
2. Jessica
 - a. Reach out to a few parents that have offered to help and a few parents that were helping and are no longer.
 - b. Start working on the budget for next year

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- c. Put together information for the group to review for parent volunteers at 8th grade night
 - d. Get with Eric S. with all the keys to go through them and see what goes to what.
 - e. Get into the shed. – We have a bunch of stuff to be shredded and things that need to go to the shed for storage.
 3. Eric V.
 - a. Finish getting the website ready to go live
 4. Cassi
 - a. Pay for the website domain and send receipt to finance chair
 5. Ally
 - a. Get with Melissa on the volunteer email
 - b. Date for the Mattress fundraiser
 - c. Can we get an update for the remainder of the year?
 6. Jeanine
 - a. Check for buses
 - b. Check for Stehle
 - c. Check for RMBS
 - d. Check for the Orchestra festival – Eric where does she send this to?
 7. Freddie
 - a. Work on the volunteer survey to have ready for 8th grade night and the concert