
Northglenn High School Music Program Board Meeting Agenda

Wednesday July 27th, 2022

6:30 pm

Attendees

Jessica Bottger: President, Michelle Haynes: Finance Chair, Ally Dawson Brown: Uniform Chair Via Phone, Eric VanBlaricom: Website Chair, Freddie Smith: Volunteer Chair, Eric Stehle: Band Director, Becca Prewitt: Color Guard Instructor

Agenda

Introduction of members and guests – None Present

Approval of June meeting minutes – Motioned and Passed

Open board positions – Vice President, Bingo, Communications, Fundraising

New Business

1. Update from Eric S.:
 - a. Next Year's show –
 - Design discussion
 - Any other props or items that you know of right now?
 1. Need to order the Art – Becca found a place to order the printed sheets from will work with Eric to get this done
 2. Becca is going to get with Stehle for possible costume for Savannah
 3. Will be having a mandatory parent meeting on August 24th

2. President update: Jessica to present

- a. Next year's trip – \$1500-\$1600 per person – could be less if the occupancy changes - **Jessica will have more solid numbers by the parent meeting**
- b. Contracts are all signed for Marching Band and given to Michelle for payment
- c. Have contract for Orchestra Camp – Joy Yamaguchi - \$750 – Motion approved 7/20/2022 – Pay with check bingo account – **Need to print Orchestra Contract sign and send to Michelle**
- d. Contracts for Jazz Camp –
 - James Barela - \$450 – check bingo account – **Motioned and Passed**
 - Jon Cullison - \$450 – check bingo account – **Motioned and Passed**
 - **Michelle can you give me the name of the other contract Nick ?- Motioned and Passed**
 - Food for \$200 – Jessica – **Motioned and passed**
- e. Motion for the music for Marching Band - \$2108 – Check Bingo Account – **This was paid in May**
- f. Legacy Competition - \$375 – Check Bingo Account - **Motioned and passed**
- g. DCHS Competition - \$360 – Check Bingo Account - - **Motioned and passed**
- h. Need to place orders with Becca - - **Motioned and passed \$1050**
- i. **Motioned & Passed for State @ \$500**
- j. **Motioned & Passed for Props @ 500**
- k. General Liability Insurance – Due July \$850 - Done
- l. Charms – August \$349 – need to motion – **Card – Jessica will Pay**

3. Communications update: Eric V

- a. Website Update
 - Talk with Hector about setting up an online store for merchandise
 1. Would like to have this up by the beginning of the year next year! – Goal is to have completed by August
 2. Discuss the items that Hector sent to me for options

3. Eric will be resigning in September and will train Jessica in August on the Website & Communications stuff that has changed.
 4. Eric will work on the store before he is gone
 5. Jessica needs to send the updated monthly dates for August and Sept. at a glance
4. Bingo updates: Jessica
 - a. Rocky Mountain Bingo March invoice - \$3389 – **Motioned and Passed**
 - b. Will know by the end of the week when the next Must-go will be. Still hoping for the 9th – **Must go will be \$15,000 on September 9th Payouts \$5000, \$4000, \$3000, \$2000 & \$1000**
 - c. **Will be asking for donations for a raffle for that night**
 5. Fundraising updates: Ally to present
 - a. Peaches Update – **Turn in was done and Ally sent in the order. Deposit of funds were made on 7/29. Ally will let everyone know as soon as she has a date.**
 - b. **Jessica will have the rest of the fundraising set up before the parent meeting**
 6. Finance update: Michelle to present
 - a. Anything from last month that did not get paid? – **No everything was paid**
 - b. Bank Reconciliation May & June - **Done by Becca, Freddy & Eric V.**
 - c. Review current monthly reports - **Done**
 - d. Additional bills to be paid – Upcoming payroll – **Motioned and passed all Payroll. Michelle wrote the checks before she left town and gave them to Jessica. Jessica is giving them to Stehle to pay them once their background checks are done.**
 - Gena Rumsey – WW - \$400
 - Jonathan Kenny – Brass - \$400
 - Aaron Lundblad – Pit - \$400
 - Rebecca Prewett – CG - \$600
 - Erin Bender – CGA - \$400

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7. Volunteer Update: Freddy to present
 - a. Anything?
 - b. Freddy is going to work on making the volunteers needed section better in the email so that people know what
 8. Uniforms – Ally to present
 - a. We need to inventory and count Plumes – Ally will be going in before the 9th to try and get it done.
 - b. Get the shoe order forms ready – Jessica will be sending Ally the info for the shoe orders and the same place for the plumes
 - c. Need shirt design to get the quote for the shirts – Stehle is getting this done
 - d. We will need to start doing fittings August 9th and we will have 6 practices to get all the kids fitted and ironed before the 1st game
 - e. Will Savannah be in uniform or costume? – Becca is taking care of this

Next Month's Meeting: August 18th @ 6:30pm at the school.

Notes

Action Items