



BOARD MEETING MINUTES

Severna Park High School Band and Orchestra Boosters

Minutes of the Executive Board Meeting

April 17, 2023

5:00pm

Location of the Meeting: Band Room, Severna Park High School, 60 Robinson Road, Severna Park, MD 21146

Present at Meeting: Michael Nunn, Karen Clayton, Jill Newton, Travis Darcy, Ruth Heffes, Mr. Kilby, Julie Triplett

The regular meeting of the Executive Board of the Severna Park High School Band and Orchestra Boosters was called to order at 5:04pm on April 17, 2023, at Severna Park High School by Michael.

1. Review of Previous Minutes

The minutes of the meeting on February 13th were reviewed and approved.

The revised minutes of the meeting on March 13th were reviewed and approved.

2. Review of Open Action Items

ID	Owner	Task	Due Date
12.007	Ruth	Collect quotes for trucks for the Spring Trip (mileage vs. time)	Complete
12.010	Michael	Send MS Form to Mr. Kilby for parent to elect to join Charms	Complete
12.011	Julie	Research solution for Photo storage and sharing	On Going
12.014	Michael	Reach out to John about the prop cart he was repairing	Complete
	Mr. Kilby	Distribute Mattress Warehouse yard signs	Complete
	Karen	Manage Mattress WH promo via social media	Complete
	Board	Set Fair Share Fees	Complete
	Mr. Kilby	Band Camp 2023 Promo	Complete
	Karen	Reserve Kinder Farm Park Pavilion for end-of-year picnic	Complete
	Travis	Obtain approval from SPHS Admin for Papa Johns fundraiser	On Hold
	Jill	Collect Board nominations from BOB members	Complete
	Michael	Reach out to Paul Bresson and Mr. Barnstead to ask/confirm truck driving for trip	Complete

	Karen	Update scholarship application and send to Mr. Kilby to distribute. Include in April / May Accents. Post on website & FB	Complete
	Scholarship Committee	Review applications and make selections.	Ongoing
	Karen	Work with Kathleen to order plaque for awardees and create certificates	Complete

3. Reports

Treasurer: The Treasurer's Report was sent to the Board in advance of the meeting and is attached.

Secretary: No Report

VP: Kathleen Feinberg is arranging a uniform cleaning date for after the Spring Trip. The deadline for applications for the Scholarships is Monday, April 24th.

President: Michael presented his recommendation for the 2023-2024 Fair Share Fee: New Student Fee = \$200 and Fair Share Fee = \$550. There was discussion about the budget and what products/services would be included in the Fee. Ruth moved to approve the Fair Share Fee. Jill seconded. The motion passed.

Mr. Kilby: Preparation for the Spring Trip is complete. Everyone is ready to go to Orlando next week. Ruth arranged for the truck to transport instruments and uniforms. The all-inclusive price for the week is \$1,300. The week after the Spring Trip, on May 1st, the Army Blues will come to SPHS to give a Jazz Band Clinic followed by a performance at 7pm.

Student Leadership: No Report

Fundraising: The mattress sale brought in \$1,770.13. Travis is working on plans for a Spaghetti Dinner and a Brunch at Sullivan's Cove.

4. Decisions Made at this Meeting

Decision	Next Steps
The Fair Share Fee for the 2023-2024 school year will be \$550 and the New Student Fee will be \$200.	These fees will be announced at the Kickoff Meeting and included in the Band Camp packet

5. Action Item Task List

ID	Owner	Task	Due Date
12.011	Julie	Research solution for Photo storage and sharing	June

	Scholarship Committee	Review applications and make selections.	Mid-May
--	-----------------------	--	---------

6. Date and Time of the next Board Meeting

The next Executive Board meeting is scheduled for May 15, 2023, at 5pm, in the SPHS Band Room.

7. Adjourn

The meeting was adjourned at 6:03pm.

Submission and Approval of Minutes:

Minutes Submitted by: Julie Triplett Date: 05/15/23

Minutes Approved by: The Executive Board Date: 05/15/23

Attachments: Previous meeting minutes, Treasurer's Report, Agenda.