Severna Park High School Band and Orchestra Boosters Associ… Inc.

BOARD MEETING MINUTES

Severna Park High School Band and Orchestra Boosters
Minutes of the Executive Board Meeting
April 8, 2024
6:10pm

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

Present at Meeting: Michael Nunn, Karen Clayton, Travis Darcy, Mr. Kilby, Julie Triplett, Alena Davis, Sarah Thompson, Kate Cooney, Heather Barnstead, Amy Wong, Tara Stoudt

1. Call to Order

The regular meeting of the Executive Board of the Severna Park High School Band and Orchestra Boosters was called to order at 6:10pm on April 8, 2024, at Severna Park High School by Michael Nunn.

2. Review of Previous Minutes

The minutes of the previous meeting held on March 4, 2024, were reviewed and approved.

3. Reports

Treasurer: A Treasurer's report was distributed in advance of the meeting. Fair Share Fees are continuing to trickle in. We are still waiting for the invoice from Membership Toolkit. The GoDaddy email accounts will be expiring as planned. Travis is working with Johanna to finish up taxes.

Secretary: No Report.

VP: No Report. Karen needs the list of volunteers for this past season's Fruit Sales. The information in Charms is correct.

President: Executive Board elections will be held today at the General Membership meeting. The Scholarship application form has been sent out via email, via Mr. Kilby during class, and through Facebook. Completed applications should be returned to Michael. We raised $2,009 through the Mattress Warehouse Fundraiser this year. The Marching Band Kick Off Meeting will be held on June 3rd at 7pm. Spin and Percussion clinics are coming up. The Percussion clinic dates are listed in Google and the Spin clinic dates are TBA. The summer planning meeting will be held on June 8th. It is usually held at the public library. The venue has not been secured yet, but it is in the works.

Mr. Kilby: The Spring Trip is coming up and there will be a student meeting tomorrow after school from 5pm until 6:30pm. All County Jazz performance will be this weekend. Congratulations to the Indoor groups. The Indoor Guard won 3rd place. The Indoor Percussion Group won 1st place. We need parent volunteers for 2 upcoming Jazz events: the UMBC festival on April 27th is an all-day event, and the May 3rd competition is an all-day event. We will need 2 parent chaperones for each

event. The spring concerts are scheduled for May 21st and 22nd. We will need a couple of volunteers for those events as well.

Student Leadership: No Report.

4. Old Business

Fundraising: The Mattress Sale brought in $20,097 in sales. The BOB receives 10% of the revenue, so we raised $2,009! The upcoming Dining Night Out is Brian Boru this Wednesday, April 10th.

Communications: A reminder to continue to send any notices to Alena. The next push is to promote the Kickoff meeting in June. It's important to make sure the Middle School parents are aware. Mr. Knox is sending out information to middle school musicians via email blasts. Karen and Alena will update and distribute the flyer graphics and reminders.

Operations: Thank you to Heather and Karen for helping to clean out the space under the stands. Lots of room has been opened up.

Uniforms: The group has chosen a new jacket. Mr. Kilby narrowed the selection down to two options and the musicians voted. The MB uniforms will be used on the Spring Trip and need to be cleaned after. Karen will contact Stacey to coordinate this effort.

Hospitality: We need to create a signup form for the End of Year picnic. Karen will share the form from last year. The picnic is scheduled for May 17th from 5pm until dusk. We have one Blackstone grill committed but will probably need a second grill. Request for volunteers.

Membership Toolkit Transition: Julie provided a quick update of the progress on the transition. We have a Membership Toolkit account which is being customized for our organization. The Onboarding webinar has been scheduled. Go live date is May 1st.

5. Action Item Task List

ID	Owner	Task	Due Date
	Michael	Arrange for Chaperones for upcoming Jazz and Concert events	May
	Karen	Share Kickoff meeting flyer graphics with Alena for Reminders	May
	Karen	Contact Stacey about the uniform transport for Spring Trip	This week
	Karen	Send last year's EOY picnic signup sheet to Amy	May

6. Date and Time of the next Board Meeting

The next Executive Board meeting is scheduled for May 6, 2024, at 6pm, in the SPHS Band Room.

7. Adjourn

The meeting was adjourned at 6:52pm.

Submission and Approval of Minutes:

Minutes Submitted by: Julia Triplett Date: 05/06/2024

Minutes Approved by:_____ Date:

Attachments: