

**BBPO Board Meeting Minutes**  
**Thursday, August 9, 2018**  
**Band Room**

**Meeting was called to order at 6:34 P.M.**

**Minutes**

1. Tracy Rubis motioned to approve minutes from the July meeting
  - Motion was 2nd by Dawn Glimp
  - All approved

**Treasurer Report**

1. Renee presented P & L reports showing numbers from July 2017-July 2018
  - A few notable items were mentioned (for exact details see P & L Statements)
    - BTOB was slightly more profitable in 2017 than the year before
      1. Possibly due to Air Grams
    - Fundraising was a little lower last year
      1. Due to not having the mattress fundraiser
    - We have an unencumbered carry over amount of \$75,000
2. London accounts
  - Danny Ball reported that there are 261 London travelers at this point
    - 156 students
    - Collections are currently at 93%
    - We have \$500,000 toward the \$900,000 total london fee
    - All final payments are due September 1st
3. Carrie Cooper reported that information regarding PayPal is in Mike Anthony's hands now
  - If approved, it could be in effect within a week
  - It is possible we'd be able to use it in the concession stands
  - There is a 2.2% administration fee
    - Once PayPal is available an email will be sent out to explain how to account for this fee when making online payments

- This may also open up the option to add a donate button on Cut Time
- 4. Tracy Jackson reported on Guard accounts
  - 8 holds were put on schedules
    - We'll know after schedule pick up if this brought in the fees required for the outstanding guard payments

### **Concessions**

1. Cassie Mitchell reported that when the concessions were opened up it was found that the AC, fridges & freezers were all out of order
  - Everything should be in working order now
  - Cleaning is scheduled for Saturday from 10-12, all help is appreciated
  - We do not get to sell concessions at the Fall Classic this year
    - We may try to perform next year to be able to get this opportunity
    - We will also check the contract to see if this will be included next year
  - Best Training and Food Handlers Permits are required to work in the stands

### **Performance Support**

1. Cathy Peters reported that there will be 10 provided meals this season
  - Menu plans are in the works
  - The first meal will be on 8/13
    - Chick Fil A is planned for that evening
2. Mike King as graciously stepped up to handle water brigade duties
  - Some Tuesdays and Thursdays he may need back up for the beginning of practice
    - Kevin Huffaker was volunteered to handle those days
    - Jeff Beach will help with the water trailer at competitions
3. Derek Meyer reported on the status of props
  - Saturday prop building will begin this week
  - The plan is to disassemble last years props and reuse what we can
  - So far the props for this show seem simpler and easier to move around
  - There are 16 props total

### **Parent Section Ambassador program**

- Renee Huffaker reported that she has a working list of parent ambassadors

- The plan is to have a final list ready for the final scheduled meeting for incoming freshman parents

## **Fundraising**

### 1. Katie Naugle reported on upcoming fundraisers

- BTOB Ad sales
  - We have sold 2 gold sponsors
  - A tentative list of sold ads is in progress
    - 1. A W-9 is available if requested by businesses purchasing ads
- Planning for the mattress sale is going well
  - Signs will be put up around town soon
  - Self promotion is very easy
    - 1. Encourage everyone to like and share on FB
  - This is the last fundraiser with proceeds available to go toward London

### 2. Tracy Rubis reported that the spirit store will be going live soon

- A lot of fun stuff has been added
- Prices have been raised on a few things
- This is a general band fundraiser, proceeds do not go toward student accounts
- The first order will go in at about the 2 week mark
  - The store will remain open for a few weeks after that order as well
- Items will be changed up after the championships and the store will re-open for Christmas gifts

### 3. A couple of other fundraisers will be coming up soon

- Greenery
  - Around Thanksgiving
- Scrip gift cards
  - This will be available after the PayPal account is in place

### 4. Mia reported on BTOB

- Mr. Parker has been giving the meal plan for approval
- Golf carts and radios are reserved
- Ad Sales are underway
  - We'll be checking with Pam Taylor to see if she'll do the layout for the program
- Volunteer shirts
  - Instead of BTOB specific shirts we are looking into a volunteer shirt that can be used at both BTOB and the State championship we will be hosting
  - It could also be used for multiple BTOB years if it is a basic volunteer shirt

### **London Committee**

1. Meeting will be held soon
  - We'll cover prepping, packing, etc

### **Uniforms**

1. Students will be in uniform for the Jenks game
2. Mr. Morton is looking into show specific hat wraps

### **Freshmen meetings**

1. Next meeting will be held 8/23 @ 6:30
2. Meeting will cover what to expect throughout contest season
  - There will also be a Q & A session

### **Website**

1. Chandria Meyer reported that Cut Time went down for a bit
  - Information has been sent to Cut Time to see if it can be determined why
2. Tracy Rubis reported that Mr. Parker wants to have all information streamlined
  - The intention is to only use the website, remind, and Cut Time emails
  - The current Facebook account will be shut down soon
    - Mr. Parker will be sending out a weekly email on Sundays with a breakdown of what will be happening with the band in the upcoming week

- We will also make it clear to whom specific questions should be directed
  - This will negate the need for people to just generally post questions to FB where answers given may or may not be correct

### **Miscellaneous**

1. Band Banquet will be held 4/27
  - The signed contract and deposit is ready for the Doubletree and will be delivered this week to save the date
2. 25 Chaperones are needed for London
  - Applications will be made ready soon
  - The idea is to have 6 students within 3 rooms per chaperone

**Meeting adjourned at 7:35 P.M.**

**Next BBPO Board meeting**

**Thursday, September 13, 2018**

**6:30 P.M.**

**Band Room**

## **BBPO Meeting 2/8/18 Attendance**

Rebecca Eckert

Tracy Rubis

Dawn Glimp

Lisa Michael

Kimberly Kirk

Renee Huffaker

Danny Ball

Chandria Meyer

Derek Meyer

Cassie Mitchell

Jennifer Pardue

Tracy Jackson

Brandi Short

Mia Iden

Katie Naugle

Cathy Peters