

**BBPO Board Meeting Minutes**  
**Thursday, January 18, 2018**  
**Band Room**

**Meeting was called to order at 6:33 P.M.**

**Printer Ink Fundraiser presentation**

1. Mike Sisco from Print Happy Fundraising and Scott Brown from Cartridge World were in attendance to give more information regarding the current printer ink fundraiser
2. Mike, a former band director, has been with Print Happy Fundraising for 4 years
  - a. Print Happy provides fundraising opportunities through the sale of printer ink and toner cartridges
  - b. As an organization, the POB can become the primary fulfillers of the community's ink needs
3. The fundraiser currently in progress will be rolled out in two parts
  - a. The first part: The Blitz
    - i. 40% profit will be made on each cartridge sold
    - ii. The price sheet shows prices comparable to Office Depot & Staples
      1. Cartridge world get the cartridges at a lower price than the above mentioned stores, hence the profit made by the band
      2. \$14 is the average cost of individual cartridges
    - iii. The cartridges are refurbished by the manufacturer and are 100% guaranteed
      1. There is a less than 2% return rate
    - iv. Orders will be put together by Cartridge World, then given to students for distribution
      1. All orders will receive a phone number in their bag to contact in case of problems
  - b. The second part: Business to Business program (B2B)
    - i. There will not be a price sheet for the B2B program
      1. Each business wanting to purchase their ink & toner from the band will receive a call from Cartridge World, prices as well as order frequency will be set at that time

- ii. 10% profit will be made on all orders through the B2B program
- 4. Details about profit distribution have not been finalized yet
  - a. Most likely students will receive profits from individual cartridge sales into their Charms account
  - b. The B2B program will likely have profits from student sold business orders go into their charms accounts
    - i. Business accounts sold as the band organization will likely go to the band as a whole
    - ii. Residual orders from graduated students will go to the band as a whole
- 5. There will be two 2-week ordering sessions per year
  - a. Most likely summer or fall and during the spring

#### **Minutes from December Meeting**

- 1. All approve

#### **Open House in New Band Facility**

- 1. About 300 people attended
- 2. This may become an annual event held before Christmas time
  - a. The students will have the opportunity to try out instruments in case parents would like to purchase them as a Christmas gift

#### **Bylaws**

- 1. It was determined the new bylaws will be discussed further at another time
  - a. Please review bylaws before next month's meeting
  - b. We would like to make any changes necessary so a vote can be held in the next month or so

#### **Winter Guard**

- 1. There was an issue with winter guard payments made through Charms going to an incorrect account
  - a. Tracey and Mia are working to get everything sorted and appropriately distributed

- b. JV and Middle school guard members have also been given Charms accounts
- c. There were enough funds for P.O.'s to buy rifles and costumes, so things are in good shape

### **Treasurer Report**

- 1. Mia reported an unencumbered cash balance of \$38,592.23
- 2. A few people are still behind on fall band fees
  - a. Any payment made will go towards paying off regular band fees before any amounts will be applied for London
- 3. There have been a few people dropping out of the London trip, and few more added
  - a. The total number is 291 at this time
    - i. This number will determine how many directors can go, 1 director is covered for every 50 travelers
  - b. The first \$60,000 has been paid to the travel company
  - c. \$90,000 is due 2/15
- 4. The credit card fee issue needs to have a resolution soon
  - a. There is some wiggle room available to possibly cover CC fees incurred on the London trip as long as flight prices remain steady
    - i. Should flight prices go up, the cc fees we incur from online payments will likely cause a shortage on the amount available for us to pay the travel company
  - b. This is will be a long term issue, it doesn't just apply to the London trip

### **Fundraising Report**

- 1. Poinsettia money should be applied to student accounts over the weekend
- 2. The printer cartridge information has been given to students
  - a. The B2B portion will be rolling out soon
- 3. Ken is currently trying to get approval for a Parent's night out fundraiser
  - a. A one time event with the potential for more
- 4. There are currently 27 fundraising opportunities scheduled through September
  - a. 2 big raffles
  - b. Custom coasters (possibly around Mother's Day)

- c. BBQ sauce
- d. Easter Lilies
- e. Restaurant profit nights
- f. Battery sales (April)
- g. Car washes
- h. Fireworks
  - i. We'll have a Big Blast stand at 171st & memorial on the west side
    - 1. We are trying to get a 2nd location
    - 2. We'll need to borrow an RV for the week of July 4th
    - 3. There will be a presale in May
      - a. 100% profit on cards sold during presale
  - i. The High school and Middle school bands will also sell cookie dough
  - j. Ken will make a post on FB about upcoming fundraiser opportunities to ease minds about upcoming London payments

### **Pasta Dinner**

- 1. Need to find an alternative location in order to accomodate April 16th
  - a. New Beginnings, First Methodist, and South Tulsa Baptist Churches were mentioned as possibilities
- 2. Sherry Fable offered to get the pasta dinner money out of the band safe and track the ticket sales
- 3. Raffle tickets will be \$20 for 5 chances to win
  - a. We would like to have 1 or 2 more business to provide discount offers for the back of the tickets
    - i. Savastanos and Docs have already been secured
    - ii. Cici's Pizza was mentioned as a possibility as well

### **Trivia Night**

- 1. February 24 @ 6 PM
- 2. An event promotion through EventBrite went out this week
- 3. There are still sponsorships available
- 4. No alcohol will be served, so students will also be able to participate

## **London**

1. A London Committee will be formed soon

## **Bixby Band Parent Organization Nomination Committee**

1. There are 8 board spots still available
  - a. President
  - b. VP
  - c. Fundraising Chair
  - d. Marketing & Development Chair
  - e. VP of Concessions
  - f. Water Brigade
  - g. BTOB
2. The vote will be held in February

## **Uniforms**

1. Uniforms are ready for the all district students
2. Middle school fittings are next week
3. High School fittings will at the beginning of February

## **Miscellaneous Business**

1. A band fee setting meeting will be held soon
  - a. Mr. Parker is looking very closely at fees to try to keep everything as low as possible due to the London trip.
  - b. There has been no final decision made regarding St. Louis at this time
    - i. If the trip is made it will likely include only 1 night in a hotel and no extra outings

**Meeting adjourned at 7:43 P.M.**

**Next BBPO Board meeting**

**Thursday, February 8, 2018**

**6:30 P.M.**

**Band Room**