

Meeting Minutes

Oregon Band Booster Executive Board Meeting • January 6th, 2011 – 6:30 PM
OHS Teacher's Lounge Rm 435 • 456 North Perry Parkway • Oregon, WI 53575

Members present: Nick Lane, Mark Miller, Erik Kadlec, Colleen Fallon, Janie Pflaum, Jeff Quamme, Jeff King, and Judy Campbell. **Special guest** – Rhonda Waldvogel, Committee Chair, Transportation

1. Call meeting to order:

Mark called the meeting to order at 6:34 PM

2. **Guest Transportation Committee Chair, Rhonda Waldvogel**

Rhonda gave a status update on transportation

The cube truck needs two new tires on the passenger side rear. Also, this vehicle needs a new transmission in which the school will not replace

The Semi-trailer needs new brakes, glad hands, annual inspection, wiring needs to be fixed up in the front top right; the tires need to be matched on all axles for each side. As far as the drivers go, there are five drivers. Jim Fiedler is a possibility for short runs; Randy, Bob, Marty and Rhonda. We need drivers for the other vehicles. There is no special driver's license requirement. One of the biggest challenges for Rhonda is getting drivers to commit.

3. **Approval of Past Minutes**

Judy motioned to have the minutes from the previous meeting on 11/23/10 approved. Jeff King seconded. Minutes approved.

4. **Treasurer's report – Colleen Fallon**

Colleen & Mark stated that she will need to do a budget comparison report. Also, she needs to incorporate Nick's budget into QuickBooks. Previous balance: \$29,740.91; cleared balance: \$24,675.70; Ending Account balance as of 1/6/11 (statement closing date) is \$29,081.43. Mark stated that the school district has been sending out monthly statements.

5. **Director's report – Nick Lane**

Nick mentioned that one of the big expenses this year will be the payment of the buses. He stated that he would like three payments made: First payment on May 1st \$10,000; June 1st \$20,000; final payment in full on July 1st of \$10,000.

Nick also gave an overview of what to expect at the First Rehearsal and Canada Info Meeting for Summer Marching Band on January 8th from 12-3.

6. **Fund Raisers**

a) Corporate Sponsorship – Erik will send out letters on this

- b) Web-Marketing – Erik said that we should think about another avenue to use Madison Marketplace to sell some of our stuff to help support our program.

Other: Nick stated that we will have ticket cards for sale this year that include a lot of coupons (McDonalds, Burger King & Subway, & more). Each student will need to sell 5 at \$20.00 each. They can sell throughout the summer. Nick also stated that the students will participate in two telethons in which they will call to get pledges for the first one (February) the students will then participate in the second telethon (Thank You telethon) in March.

Erik stated that we should consider selling apparel to make some money. Nick said that as far as the MACBDA shirts go, we make money on that. However, the season shirts are sold at cost for the kids so we don't make money on them.

7. Old Business

a) Standing Committees

- a. Audit Committee.
- b. Newsletter Editor – **we still need this!**
- c. Policy Review Committee. **We need to make sure that the winter programs are included as well as the food committee and sewing committee. Also, review of the definition of “general member”. Should we set up a policy for Drum Corp activity & reimbursements? We need to look at what we have done previously on this.**
- d. Public Relations Committee.
- e. Student Accounts Committee.
- f. Transportation Committee.

8. Outstanding Items

- a) Audit
- b) Budgeting (OBB; OMAPP) – Need to get these lined up
- c) Policy/Bylaws
- d) We need a Tour Director!

9. Items for Future Meetings

Update from Erik on Corporate Sponsorship

10. Future Meetings

General Meeting, Saturday, January 8th (Canada Info Meeting)
Executive Board; Thursday, February 10th

11. Adjournment

At 8:35 pm Erik moved to adjourn. Jeff Quamme seconded the motion. Motion carried.

Submitted by Janie Pflaum, Secretary

