

Mansfield Band Parents Association
Monthly Meeting Minutes - Thursday , August 15th, 2019

Attendees

Matt McGuire, Laurie Pepicelli, Kim O'Neill, Matt O'Neill, Pam Ten Eyck, Deborah Stratton, Michelle Fine, Mary Beth Kennedy, Suzanne Peavey, Mark Baylis, Rachel Colchamiro, Frani Spivak, Amy Pierce, Arron Nicodemus, Susan Graf, Jill Kearney, Jenn Walsh, Eunice James-Scott, Siobhan McDonald, Catherine Capolupo, Cindy Duarte, Dianna Dolan, Bernie Dolan

Meeting called to order 6:51 pm

MBPA PRESIDENT - Pam Ten Eyck

Discussed rules of meeting including keep short and brief, get things done, make sure issues get taken care of, follow agenda, if someone is talking please listen and no cross talk or talking over each other otherwise not all able to hear what is happening and what we are voting on.

TREASURER REPORT - Michelle Fine

- Fiscal year begins July 1st, we haven't really spent any money to this point, will discuss spending in further detail at the next scheduled meeting. We have only spent money on Color Guard uniforms to this point.
- Passed out proposed budget for this fiscal year. Each page is a different section of our budget including administrative, marching band, winter percussion, green guard (varsity), white guard (JV).
- Another section is fundraising, but not ready to be presented this meeting. Will be presented at the September meeting.
- This year's total projected budget is \$85,700.
- Financial aid and 2 MBPA scholarships are built into administrative.
- Marching Band budget is currently \$23,183. This could change as we are just at the very beginning of the season. Some of the items we help fund with this budget include, but are not limited to, show fees, copyright, props, equip, equip repair, truck rentals and some meals for kids if they travel.
- Winter Percussion budget is currently \$26,124. These funds are used for items such as show fees, props, floor, truck rental, etc.
- Green Color Guard (Varsity) proposed budget is \$9425. Funds bus rental, props flags, rifles, poles, etc.

- White (JV) proposed budget \$8758.75. Again, funds transportation, props, equip, etc.
- Last years budget was approx \$78,000 and we spent a little over \$81,000, in part because of late WGI Power Regional Trip to New Jersey after local WGI event was cancelled due to snow. This trip was approved by the school, but with the stipulation that there was no additional cost to the students and families, therefore additional cost was paid through MBPA budget. There were a lot of donations from families to help cover the cost of this trip.
- Current Reserve is approx \$12,000 in money market account and approx \$22,000 in bank account. We like to keep those accounts at these levels if at all possible. Fundraising funds the majority of the budget.
- Pam Ten Eyck motioned to vote on the budget, Deborah Stratton seconded the motion. All voted yes, no abstention. Budget passes.
- Michelle would like to do all invoicing, payments and payment plans online through quickbooks. Michelle and Mr. McGuire request as many payments been made through quickbooks as possible.

MARCHING BAND UNIFORM UPDATE - Dianna Dolan

- Six kids left to be measured for marching band uniforms. Thank you to Dianna Dolan, Mary Beth Kennedy, Catherine Capolupo, Sue Burns and her mom Carol Binder, Pam Reith for all the hard work and time they put into getting these uniforms measured.
- Currently we have 3 kids that we are unable to get a uniform that fits correctly, 2 or 3 others need something ordered or professional alterations.
- Of all the uniforms approx 28 will require sewing alterations.
- Some uniforms have already been taken by volunteers to start making the alterations.
- We currently have about 5 volunteers who are able to assist with sewing alterations. We could use more sewing assistance if anyone else is available. Please send us an email.
- MaryBeth reports that there are several uniforms that are missing buttons. Matt McGuire will order more buttons from the uniform company, which will come quickly.
- Have not measured concert band kids yet. Matt will take care of those kids
- We are out of some sizes for uniforms: no smalls, no mediums
- Typically school budget pays for uniforms. Matt has money in budget for some new pants.
- Seven or 8 graduated seniors have not passed in uniforms yet. Matt has those names and is working on contacting them to have the uniforms returned ASAP.

- Order forms for garment bags, shoes, ear protection, gloves, undershirt and T-shirts were passed out tonight during the parent meeting prior to MBPA meeting.
- Need for first football game September 6th.

SECRETARY UPDATE - Kim O'Neill

- Really need to make sure we have everyone's email address.
- Will be sending out weekly updates on Sunday nights.

GILLETTE UPDATE - Aaron Nicodemus

- We have had 14 events so far this year, starting in March with soccer games. We have the last concert of the season this Saturday with a full booth of 19 volunteers. THANK YOU SO MUCH TO ALL WHO VOLUNTEERED!
- Football season starts in two weeks and we have a lot of games which we still require volunteers.
- Last year to this point we had earned about \$19,000. This year we have earned \$19,500 so we are on track. Thank you Aaron for all your work!
- Aaron would like to add one event, a soccer game on September 29th. No Band conflicts that day. Soccer games bring in approximately \$1500 dollars.
- We surpassed our food sales for Revs vs LA game and brought in additional revenue from that event.
- Aaron can be flexible with times, if you need to come late or leave early.
- Aaron reviewed the general Gillete process/expectations including parking, uniform, income algorithm, credits, jobs, tips, fair share
- We have been doing very well with tips this year.

FUNDRAISING REPORT - Deborah Stratton

- We have a lot of ideas for fundraising ideas this year.
- Considering having a casino night theme Fall Gala which would involve auction items, raffle items, sponsors
- Working on dates and waiting for quotes from vendors. Will have firm info at September meeting.
- Looking at venue sites that will accommodate space for game tables and guests.
- We need to make sure that no other organization does a casino night.
- Prize a day Calendars. Will be held in November. Deborah Stratton has already secured 30 prizes for the month. Kids will be asked to sell, (thinking \$20 dollars a calendar). One name will be pulled for a prize each day through the month.

- Coin collection containers. Each student will be given a container and asked to collect spare change. Collections will be brought into school and put in a five gallon jug. If the kids fill the jug and meet the goal they will get a prize. Possibly a student vs staff/alumni flag football event.
- Deborah plans on increasing MBPA social media presence to help with fundraising efforts.
- Sponsorships - would like to put together a committee to obtain sponsorships. Would like the adults to handle obtaining sponsorships as opposed to the students. Will discuss further at September meeting.

NEW BUSINESS OR ADDITIONAL QUESTIONS/CONCERNS

- Dianna Dolan - Asked if we will move forward again this year with dining fundraisers. Dianna proposes not doing monthly, but instead doing 3-4 events a year. Most earned last year was from Bertuccis, Bella Sarno, 99, Flannel Cow. Dianna Dolan motioned to decreased dining fundraising to 3-4 events this year. Vote passed with all yes and 1 no vote. Dianna will put an email together for The Board with proposed dates and locations.
- Mark Baylis - Asked for clarification for organization, philosophy and communication of the program. Clarification and discuss on communication process from Mr. McGuire. Mr McGuire plans to continue with "Weekly Update" and emails and "Remind" as necessary to keep students and parents in the loop as much as possible. He also passes a lot of info directly to students in class. Acknowledgement that not everyone is on FB page. Any info that is on FB will also be communicated via email, google calendar or other updates. Mr. McGuire will speak with student leadership to make sure that all students are clear that additional practices are optional. We value feedback from all parents to help improve the program. We are already problem solving how to make the transition from 8th to 9th grade more smooth including having a middle school liason and improvements to current MBPA website.

Meeting Adjourned at 8:04 pm

Next Meeting September 4, 2019 at 7:00 PM