

ABBI BOARD OF DIRECTORS MEETING
October 12, 2017
AHS Senior Lounge

ATTENDEES: Susan Smith, Chris Quinby, Carlos Velez, Al Chen, Sheila St. Onge, Sarah Velez, Alan Mangelsdorf, Holly Mangelsdorf, Andrea Hagan, Al Fitch, Nancy Besio

Called to order: 7:02 pm

(1) Reading of Minutes of previous meeting

Motion: Carlos

Seconded: Sheila

Passed

(2) Reports of Boards & Standing Committees:

Directors' Report: - None

Finance – Chair- Carlos Velez

- Invitational figures were presented; net = \$12,691
- Merchandise sales were robust; beverages did well;
- Program books: we received many compliments; Carlos has 10 copies left and will offer them to the advertisers; offering programs @ \$2 + \$8 ticket was a good option this year
- Suggestions for Invitational:
 - Promote all band & music programs
 - Add more tent style fundraisers
 - Jan- start soliciting ads for Invitational 2018
- 50th Anniversary: Profit = \$6,952
- 2017-18 budget is now operational
- Finance committee will meet again before winter
- Action: create savings account or CD for large scale capital improvements for the marching band;
- **Motion: Carlos to open an account which will be used to hold profits from the 50th event to be spent at the directors' discretion for the Arlington Marching Band..**
 - Motion: Carlos
 - Seconded: Alan
 - Passed

Communications (General)

- Sheila is ready to send thank you letters to silent auction donors; Susan will print them.
- Website- a work in progress; Chris Cox is updating the sponsor list

Social Media - Chair – Tracy Catron (not present)

- Compliments to Lesley Harrison!
- Instagram- need to get it up and running
- Chris will send ad logos and links to Tracy for Facebook

Good Will/Welfare - Chair – Katina Catron

- No report

Fundraising (Financial ONLY/does not involve student performances) – Sheila St. Onge

- Sheila was approached about a penny/coin drop- may be difficult to manage
- Discussion: Middle school winter guard has been formed (grades 6-8); Will tour fees pass through ABBI?
- Action: Chris will meet with Mr. Keech and Diane (Sizemore?) to discuss financials and budgeting for this group
- Sponsorships: PBE ad was omitted from the program book; solution proposed to upgrade them to a full page ad for the WG Spaghetti dinner and Jazz Cabaret (program book or placemat)

Chaperones

- No report

Uniforms

- No report

Yearbook

- Family/Friends ads- deadline extended through Thursday.

Reports of Special (Select) Committees

Band Camp

- No report

Props

- No report

Pit Crew

- No report

Invitational

- Possible idea for next year- vendor village (sell spaces to vendors/not Sparrow's Nest); use space by tennis courts & baseball field or add 4-6 tents near beverages
- Alan proposed an idea similar to "Friends of DCI" which includes premium seating at the event for 80-100 people

Barnes and Noble

- Dec. 12- Jazz Machine and other small ensembles (ABBI to provide support at the event as needed)

Jazz Cab

- Gina Ragusa may or may not be able to chair the event; find a replacement?

Yard Sale

- No report

Community Day

- No report

50th

- Great job! Discussion followed- is it worth doing an alumnae/l event every year on a smaller scale? Every 5 years?

(4) Special Orders

(5) Unfinished Business and General Orders

- Sheila offered to run the “what to expect at Syracuse” meeting for new parents on Thurs. 10/19 at 7pm
- Winter guard is starting soon

(6) New Business**Comments from the floor:****Meeting adjourned: 8:21 pm****Next Meeting: Thursday, November 9, 2017 at 7:00 pm****ACTION ITEMS:**

TASK	OWNERSHIP	DATE DUE*	DATE DONE
Contact Renee Laferiere (sp?), Brian & Kate LaSusa, Gina (Color Guard) re interest in Finance Committee participation	Chris Quinby		<i>Done</i>
Contact Lori Smalley re interest in committee participation	Al Chen		<i>Done</i>
Contact Sheila St. Onge re Drive In plan.	Chris Quinby	<i>Table for next year</i>	
Discuss Guard Event/Fundraising logistics, ie: Spaghetti Dinner, Tag sale, Candy sales with Sheila St. Onge	Chris Quinby	<i>Table</i>	
Review By-Laws and submit any changes by next meeting.	ABBI Board		<i>No comments</i>
Finance report to be submitted by first week of August.	Finance Committee		<i>Done</i>
Reserve rooms for upcoming ABBI Board and General Membership meetings.	Chris Quinby	<i>Ongoing</i>	
Contact Lesley Harrison re assisting with Social Media	Susan Smith		<i>Done</i>
Consult with Mr. Keech re Chaperone Chair (Andrea/Joanne?)	Chris Quinby		<i>Done</i>
Consult with Noreen Gurevich re Dome DVD process/ordering	Tom Spendley?	<i>Table</i>	
Propose date and plan for Drive In event	Alan Mangelsdorf		<i>Idea dropped. No further action required</i>
Update ABBI website (minutes, calendar)	Susan Smith	<i>Ongoing</i>	
contact Zoe's for ice cream (first Friday of band camp)	Sheila St. Onge		<i>Done</i>
Add budget line in P&L for 50 th anniversary	Carlos Velez		

* = if no date specified, task to be completed by next board meeting