

**ABBI BOARD OF DIRECTORS MEETING
June 14, 2018- AHS Senior Lounge**

Attendees: Chris Quinby, Tracy Catron, Al Chen, Katina Catron, Carlos Velez, Evan R zodkiewicz, Lesley Harrison, Eileen Eckert, Christine Lent, Sheila St. Onge, David Kamen, Norman Simmonds, Corrie Gillette

Called to order: 7:05 PM

(1) Minutes of previous meeting

- Motion to accept the May 2018 minutes; passed

(2) Reports of Boards & Standing Committees:

Director's Report: - Mr. R zodkiewicz

- Music directors are in process of getting current ensembles set up/end of year wrap up
- 2018 AHS Marching Band has 128 participants; first full band music rehearsal was on 6/12/18
- Union Vale Community Day performances were well received
- AHS groups are performing on 6/16 LaGrange Community Day
- Mr. Guillen expressed thanks to all who assisted with Jazz Cabaret and the Jazz Festival

Finance - Chair – Carlos Velez

- Full audit has been done
- Total income = \$176,000
- We received a \$500 donation for the 50th Fund
- Instrument fund: \$8,800 sold in Adams gift cards (less \$7,960 in Expenses for a net profit of \$840); Great work by Renee Laferriere!
- Marching Band is showing some loss but some expenses will be pushed into next FY
- Winter Guard/Winter Percussion fundraising: \$2,440 in Winter Guard profit; \$1,793 in Winter Percussion profit
- Net income = \$18,654.24 (includes profits from 50th so actual net is closer to \$10,369)
- Motion to accept the budget made by Kat; 2nd by Al; passed

Communications - Chair- Chris/Susan

- No report

Social Media – Chair – Tracy Catron

- No report
- Thanks to Leslie for taking the lead on integrating info with the PTA!

Good Will/Welfare – Chair – Katina Catron

- No report

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

- Union Vale Community Day booth raised \$115 from merchandise; Color Guard face painting was a great way to have kids visible in the community
- Corrie Gillette will be the new Fundraising Chair for next year

Reports of Special (Select Committees)

Sponsorships- Chris Cox (outgoing chair)

- Chris Quinby proposed that sponsorships get rolled out as soon as possible, and is strongly encouraged recruiting a chair as soon as possible. Ideally, we want to raise \$10,000-\$12,000. The chairperson would serve mainly as a coordinator and be in charge of follow up

Chaperones – Andrea Hagan

- Mr. Keech is reviewing this position as a more permanent, year-round commitment

Uniforms – Andrea Hagan

- Uniform fittings are complete!

Photography – Al Chen

- \$540 was raised from the Carnegie Hall fundraiser
- Jeff Baker will fill Al's spot next year; Carol Spendly will continue to coordinate

Yearbook – Nancy Bessio

- No report

Props – Tracy Catron

- No report

Pit Crew- Brian Laferriere/Dave Kamen

- Mr. Keech provided Brian with a repair laundry list

Invitational-

- Jess Sohliecher (friend of the LaSusa's; did gift baskets last year) has stepped up to serve as incoming chair for 2018-19!

Barnes & Noble - Alan Mangelsdorf

- No report

Jazz Cabaret- Karen Locke

- \$861 in profit
- Combining placemats w/ Spaghetti dinner was successful
- Dave Kamen recommended that we purchase all food items from Restaurant Depot

Tag Sale- Gina Ragusa

- Scheduled for September 1, 2018; drop off items on 8/31

Community Days- Sheila St. Onge

- No report (see Fundraising)

Winter Guard- Sheila St. Onge

- We received the check from Ford

Winter Percussion- Lesley Harrison

- No report

Scholarships-

- ABBI scholarship were awarded and the review process went well. A videoconference call was held to decide the winners and the review committee voted unanimously to award Matt Catron and Nick Salamone
- Paul Effman scholarship not awarded to date; Chris will follow up to get status and number of applicants

(3) Special Orders

- Budget vote- Carlos
 - Tour fees really drive the budget (and can cause big swings)
 - Board is very supportive of Diane Sizemore & Middle School winterguard (small project)
 - Ensemble budgets are stable; scale up instrument fund, Barnes & Noble fundraiser, merchandise, insurance and office supplies; cut back our scholarships if necessary
 - Carlos notes that we are coming in profitable for the year
 - Per Chris, team effort from the entire board brought the budget back to success. Kudos to Carlos for establishing a budget committee; Renee Laferriere and Tom Spendly are financial professionals, leaving us a solid foundation. The turnaround from last year to this year had no negative impact on the kids. We watched every penny and it all added up!
 - Motion to accept the budget next year as proposed- made by Tracy Catron:2nd Norman Simmonds; Budget passed

(4) Unfinished Business

- Discussion held about bounced checks- should we establish a policy since we are now being charged?
- Carlos will write a letter to TEG
- Action: Table to next meeting/finance committee to review

Motion to adjourn the general meeting made by Kat; 2nd by Eileen Eckhert; passed

General Meeting adjourned: 7:50 PM

(5) New Business- Open to Election 7:52 pm (Evan R zodkiewicz, Election Chairman)

- **ABBI Board- Proposed Slate of Directors for 2018-19 (to be voted on at June General Membership Meeting)**
 - President- Chris Quinby
 - Vice President- Karen Locke
 - Treasurer- Carlos Velez
 - Secretary- Susan Smith (no additional nominations off the floor for secretary)
 - Directors: Dave Kamen, Eileen Eckert, Susan Smith, Christine Lent
 - Motion to cast ballot- made by Sheila St. Onge; 2nd by Lesley Harrison; passed
 - Motion to add xx back to meeting-made by Carlos Velez; passed
 - Ballot passed as slated; 2018-19 Board members officially take office as of 7/1/18; Congratulations and welcome to our new Directors!

New Business, continued from p. 3

- Pop up merchandising for Winter Guard- per Sheila, \$102 was rolled in to general merchandise; per Mr. Keech, it was to be rolled into Winter Guard & Winter Percussion specifically? Funds are rolled into wherever the Directors choose, to enable a smooth cash flow. There is no loss to said group that does the fundraising and it rolls into next budget year. ABBI to cover all budgeted expenses for the year. This avoids isolating to provide 100% cash flow. Mr. Keech is to be the project manager for all budget disbursement, based on trends from fundraising
- Tubas: Opportunity to purchase 4 1 year old marching tubas at 1/3 list price. Funds to come from the Marching Band 50th anniversary alumni fundraising and loan to cover xx. Line item on budget to pay bac ABBI from finance on loan; Our bank does not loan to nonprofits, so Chris approached Rhinebeck Savings. Carlos to provide P&R. We have a verbal agreement. Loan = \$11,200/24 months @ 6.125% interest rate, a "Business collateralized loan"; Our goal is to pay it off and not leave a burden on future Boards. The bank normally offers 36 month and is currently reviewing our application. Tubas have been earmarked as ours, but we need to release a deposit check as soon as possible.
 - Motion to increase interest was passed via email.
 - Motion to release funds was also passed via email.
 - Motion to accept 6.125% made by Dave Kamen; passed
 - Motion to release funds for deposit made by Dave Kamen; passed
- Christine Lent brought up the idea of a new fundraising performance at the church across the street from AHS (in their new fellowship hall and sanctuary); Mr. Guillen has seen the venue and wants to figure out how to expand our reach to other facets of the community; Possible "Swing Night" tie-in with dance studio and jazz bands; church is willing to donate space; we'd need to coordinate timing with Corrie and Directors
- LaGrange Community Day at Freedom Park: Brian Barker (ASOA President) asked for load & unload help from additional parents; Tracy will post on our Facebook page
- Carlos received an invitation to a charity symposium in Poughkeepsie at Dutchess Community College on 6/26- "Doing well while doing good"
- Al Chen- many thanks to Norman Simmonds and Corrie Gillette for attending this meeting- we hope to see new faces at our general sessions.
- Chris- We chaired a Professional Development Day breakfast w/ ASOA- great discussion and proposal to work more together! Chris is proposing an ABBI/ASOA liaison to attend both meetings
- Tracy- need to design a band logo and partner w/ ASOA at their concerts as well; also need to help Tom Spendly with merchandise and recruit people to assist him; add generic merchandise; option to have a kiosk or board at table with website for sales or iPad to order on the spot; logo designs to be agreed upon by Directors as first step.
- Huge thank you to outgoing directors and welcome to new members!

Motion to adjourn @ 20:41 pm