

ABBI BOARD OF DIRECTORS ORGANIZATIONAL MEETING

June 29, 2017

ATTENDEES: Katina Catron, Tracy Catron, Al Chen, Evan Rzodkiewicz
Alan Mangelsdorf, Chris Quinby, Susan Smith

Called to order: 6:05 PM

- Susan Smith nominated as Secretary
- Board voted that Scott Beyer remain as Accountant if he desires. It is believed that he does receive some payment. Current ABBI Attorney and location of ABBI Corporate book is unknown. We may need to request ABBI Corporation forms from NY Secretary of State. Carlos does have official tax documentation.
- Al Chen nominated to be third signer on bank account, with Chris Quinby and Carlos Velez.

Committees:

Finance – Appointed by President - **Chair – Treasurer, Carlos Velez**

- Band Directors
- To include (1) one Board Member - Tracy Catron
- To include (3) three from General Membership – proposing Rene LaFeriere, Kate and/or Brian LaSusa, Gina (Color Guard?), Lori Smalley? (see Action Items)
- Goal to finalize budget over course of (3) three proposed meetings during the summer.
- Establish a policy for purchasing/reimbursement. Tracy Catron volunteering to assist.

Communications (General) – **Chair – President**

- For official ABBI communication only - Not social media
- Charms Access (Secretary)
- Band Directors
- Brian and Kate LaSusa (Invitational)
- Note: Band directors have CHARMS access; we approve addition of President, Secretary and either Kate or Brian.

Social Media - **Chair – Tracy Catron**

- Band Directors
- Lesley Harrison (parent volunteer – see Action Items)
- Posting information re concerts, events, photos, etc. to Facebook, Instagram, Twitter

Band Camp - **Chair – Andrea Hagan + TBD** (Andrea needs help)

Chaperones - Chair – Joanne Wright

- Andrea Hagan
- Joanne to designate volunteers for Water Bottle Duty

Props Design/Build (Marching Band) -Chair–Tracy Catron/Alan Mangelsdorf

Pit Crew (Marching Band) - Chair – Brian LaFeriere

Yearbook Design (Marching Band) - Chair – Nancy Besio (Volunteer)

- Keep separate from Invitational Program – Stand-alone committee

Invitational Program - Chair – Alan Mangelsdorf, Brian and Kate LaSusa

- Proposing a smaller pamphlet style

Marching Band Uniform/Accessories - Chair – Andrea Hagan

Good Will/Welfare - Chair – Katina Catron

- Staff Appreciation
- New Parent Meetings
- Support for ailing band families/students, etc.

Fundraising (*Financial ONLY/does not involve student performances*) – Co Chairs TBD

- All ideas/requests for support to be funneled through Board Member Liaison
- Sheila St. Onge has expressed interest
- Board Member to be liaison for all sales
- Grants
- Sponsorships/Business Ads – coordinates w/Program and Yearbook
- Amazon
- Brown Bag Dinner (Parent Night) – Holly Seibert
- Candy Bars
- Clothing Drive
- Cookie Dough – Sarah Velez
- Drive In Night – Sheila St. Onge
- Magazines
- Marching Band Photos – Al Chen and Carol Spendley
- Merchandise – Brian and Carol Spendley
- Restaurants – Chris Quinby
- Tag Sale- Gina Ragusa

Events (*Income generated from student performances*) – Chair - President

- Band Directors
- Band Camp
- Barnes & Noble – Alan Mangelsdorf + TBD
- Community Days – Sheila St. Onge + TBD
- DCMEA Jazz Festival – Gina Ragusa

- Jazz Cabaret – Gina Ragusa
- Drive In Event – Alan Mangelsdorf. Need a proposed date and plan for ABBI to assist.
- 50th Anniversary – Holly Seibert and Sheila St. Onge
- Invitational – Brian and Kate LaSusa

ACTION ITEMS:

<u>TASK</u>	<u>OWNERSHIP</u>
● <i>Contact Renee Laferiere (sp?), Brian & Kate LaSusa, Gina (Color Guard) re interest in Finance Committee participation</i>	<i>Chris Quinby</i>
● <i>Contact Lori Smalley re interest in committee participation</i>	<i>Al Chen</i>
● <i>Contact Sheila St. Onge re Drive In plan.</i>	<i>Chris Quinby</i>
● <i>Discuss Guard Event/Fundraising logistics, ie: Spaghetti Dinner, Tag sale, Candy sales with Sheila St. Onge</i>	<i>Chris Quinby</i>
● <i>Review By-Laws and submit any changes by next meeting.</i>	<i>ABBI Board</i>
● <i>Finance report to be submitted by first week of August.</i>	<i>Finance Committee</i>
● <i>Reserve rooms for upcoming ABBI Board and General Membership meetings.</i>	<i>TBD – Secretary?</i>
● <i>Contact Lesley Harrison re assisting with Social Media</i>	<i>Susan Smith</i>
● <i>Consult with Mr. Keech re Chaperone Chair (Andrea/Joanne?)</i>	<i>Chris Quinby</i>
● <i>Consult with Noreen Gurevich re Dome DVD process/ordering</i>	<i>TBD</i>
● <i>Propose date and plan for Drive In event.</i>	<i>Alan Mangelsdorf</i>

Meeting Adjourned: 8:50 PM

Next Meeting: Thursday, July 13, 2017