



**Reagan Orchestra Booster Club**  
**Executive Committee**  
**Meeting Minutes**  
**Approved**  
**March 27, 2017**

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Tricia Barton, ROBC President, called the meeting to order at 6:48 in the Reagan Orchestra Hall.

**Roll Call:**

**Board Members Present:**

Tricia Barton (President), Jim Schuppenhauer (VP-Fundraising), Mark Rowe (Treasurer), Sixto Elizondo (Director), Tara Ford (Publicity Chairperson), Dana Updegrave (Secretary)

**Guests Present:** Beatrice Lakrout (Meal Co-Chairperson), Nathan Sharplin (Assistant Director), Hilda Bice (Spring Banquet Co-Chairperson), Jan Giles (Snack Chairperson)

**Approval of Minutes**

A motion to approve the General Meeting Minutes from February 27, 2017 was made and seconded. Motion passed.

**President's Report:**

- The Opt-Out fee for next year will be increased from \$50/yr to \$55/yr.
- The nominating committee is still discussing their recommendations for the 2017-2018 school year for the following:
  - R.O.B.C. Secretary, Meal Co-chairperson, and Banquet co-chairperson

**Spring Banquet:**

- The majority of banquet invitations have been mailed but Hilda needs a few addresses. **ACTION:** Mr. Elizondo to provide those addresses.
- A total of 266 invitations will be sent for this year's banquet. The venue has a 250 person maximum capacity. **ACTION:** If, as the RSVP's are received, it looks as though there will be too many guests, Tricia B. will send an e-mail stating that students, then senior parents have priority and others may be wait-listed. We may need to consider a larger venue for next year.
- The Banquet Committee met once already and will meet again on April 10<sup>th</sup>.
- Holly Bristol (Photographer) will charge the ROBC \$250 for 3 hours of photography and will put the photos online for the students to choose and print for free.
- Holiday Inn Express needs 50% down by April 19<sup>th</sup>, needs a preliminary head count by May 1<sup>st</sup> and a final head-count by May 16<sup>th</sup>.
- **ACTION:** Mark will make a spreadsheet to keep track of the monies that have been received for banquet tickets. If students chose to use money from their Charms account, Mr. Elizondo will verify funds and keep a list.

**Vice President's Report:**

- Spirit Night will be held at Chipotle at the Vineyards location on March 29<sup>th</sup> from 4-8. The manager does not allow anyone to pass out flyers on location so there is no need for volunteers. Jim and Tricia will pay a courtesy visit to the manager before and after the event.
- Jim will be in contact with In & Out Burger for the April Spirit Night.
- Spirit Night flyers are costing \$30 for 1,000 flyers and 1,000 flyers are proving to be too many; going forward, only print 500.

- Silent Auction May 15<sup>th</sup>:
  - 50 Donors have committed to donate something!
  - **ACTION**: Jim to send out ideas about what to say to potential donors to those on his committee. Let donors know that they are welcomed to put printed materials on the table to promote their businesses.
  - Tricia B. is in charge of the class baskets. The classes with 100% participation will have a donut party! Third and Fourth period classes have the smallest number of students and will have a combined class basket.

#### **Meal Co-Chairs Report:**

- Silent Auction Dinner:
  - Julie Kickirillo is in contact with the caterer.
  - **ACTION**: Tricia B. to call to check on progress.

#### **Uniform Chairperson Report:**

- Kristie Doderer already has volunteers lined up to collect uniforms after the concert on May 15<sup>th</sup>!

#### **Treasurer:**

- February 2017 financials are on the website for review.
- A revised draft budget was presented to the Budget Committee for review.

#### **Publicity Report:**

- The next edition of "The String" newsletter will be issued soon.
- Be on the lookout for the Welcome Home article featuring the two All-State students!
- Tara will invite the Independence Hill residents to attend the May 15<sup>th</sup> concert and dinner.
- Discussion: Could students earn service hours for sit-down dinner service for the residences of Independent Hill? **ACTION**: Mr. Elizondo and/or Mr. Sharplin to determine if any of the students will be available to help.

**Adjournment:** Meeting was adjourned at 7:54 p.m.

**Next Executive Meeting: April 24, 2017 at 6:45**

Respectfully Submitted,  
Dana Updegrove/R.O.B.C. Secretary