



Reagan Orchestra Booster Club Executive Committee Meeting Minutes Approved February 18, 2020

Nathan Shapiro, President, called the meeting to order at 6:45 pm in the Reagan Orchestra room.

Roll Call:

Board Members Present: Nathan Shapiro (President), Meg Lorente (Vice President), Jo Ella Terhesh (Secretary), Tara Ford (Publicity), Angela Halsell (Bookkeeper), and Nathan Sharplin (Reagan HS Orchestra Director)

Board Members Absent: John Horton (Treasurer) and Sixto Elizondo IV (Reagan HS Orchestra Director)

Guests Present: Rodolfo Salinas, Denise Trevino, Thalia Sanchez-Kiolbassa, Gabriela De la Fuente, and Lya Icaza

Meeting Topics/Action Items:

Silent Auction: Will be held on Monday, May 11th prior to the concert - Lya Icaza has volunteered to chair and assist Meg with the silent auction, what are the next steps for us to prepare for this event?

- We have a list of ~20 volunteers to help as well as a list of businesses to contact
- **ACTION:** Lya will need to review the list and split it up between volunteers and board members
- **ACTION:** Meg to send a list to Mr. Sharplin with a general introduction paragraph regarding request to contribute to the silent auction and he will send out a Charms email

Silent Auction Dinner: Will be held on Monday, May 11th prior to the concert

- **ACTION:** Denise will talk with Mr. Elizondo and we will need to decide where to get the meal and if we serve the dinner, we will need to determine how many volunteers are needed. She will also discuss with him the tickets needed for those that choose to purchase the dinner.

Student Fundraiser Opportunity:

- Foozy's Socks – possibly sell for \$7 per pair and pay \$3.75 per pair with the students earning the difference to help pay for the NYC trip. Do we need to set up Foozy's as an approved vendor?
ACTION: Yes, Mr. Sharplin will work with the Reagan bookkeeper to obtain the vendor package that needs to be completed to become an approved supplier. He will send to Meg for her to provide to Foozy's Socks.

Banquet Update: Will be held at The Club at Sonterra on Friday, May 8th 6:30 – 11:00 pm

- Tickets will be \$50 per person, break even at 100 tickets sold
- 32 seniors this year
- Theme is “Secret Garden”
- Budget for 2020 is \$7,582.50
- **ACTION:** Thalia will create Sign Up Genius for volunteers needed on the day of banquet (Tara needs information before March 1st) – need help setting up and tearing down, create balloon arch, set up candy table, etc.

Agenda for General Board Meeting in February:

- General Meeting will be held from 6:30 – 7:00 pm prior to the concerts on February 25th and 27th
- **ACTION:** Nate will create slides to cover the following during the General Meeting
 - Reminder of who the board is and our mission. Share the wish list items that were accomplished during 2019-2020 school year – Nate

- Cover the updated financial situation – John
- Reminder of 2019-2020 events to date and upcoming as well as reminders on how to access information on the orchestra (Weebly, Facebook, etc.) – Tara
- Updates on Silent Auction and Banquet – Meg
- Call for volunteers/parent involvement – Nate
 - Request for a new Vice President for 2020-2021 year since Meg's student is graduating

End of Year Program:

- We need to start assembling the senior pics, senior quotes, programs from each concert, etc.
 - **ACTION:** We need to confirm budget for the program – **Update:** Jo Ella confirmed John has \$2,170 in the 2019-2020 Budget for concert programs.
 - We sold ads to parents and businesses last year to help pay for the programs
 - **ACTION:** We need a volunteer to assemble the program
 - **ACTION:** Mr. Sharplin to confirm where it was printed last year and also check with Choir to see where they get their programs printed

March 24 and 25th hosting Middle School UIL for our region:

- **ACTION:** Denise will provide breakfast items for both days – 6 judges total
- Lunch will be provided for the judges, but will be reimbursed through UIL – Denise will help with getting these lunches as well.

Tile/Shelving Update:

- Mr. Salinas needs to know when the shelving is scheduled to arrive
- **ACTION:** Mr. Salinas will follow up with Mr. Elizondo to confirm shelving arrival date, and he will then schedule the tile installation. It should only take one day for installation of tile.

Upcoming Events:

- Pre-UIL Concerts – February 25th and 27th at 7:00 pm with ROBC General Meeting starting at 6:30 pm
- UIL Contests at Alamo Heights are March 2, 3 and 4 and will need parent volunteers (2 volunteers per orchestra to ride bus to competition) – specifically need help on Tuesday – we have six orchestras this year and the district will only pay for two orchestras for each school. The school budget is paying for the other four orchestras. The schedule will be sent out on Thursday with specific details. **ACTION:** Once the detailed schedule is published, we will need to ensure adequate volunteers for the buses are confirmed. None of the orchestras will need lunch provided this year based upon scheduled contest times.

Publicity Updates:

- **ACTION:** Tara to add ROBC and general meeting dates to the website
- Tara needs the signup genius link for banquet volunteers for the monthly newsletter
- **ACTION:** Tara will send a press release to local papers in March for April publication regarding the YOSA Invitational at the Tobin for Sinfonia. If we wait until May, our story may not be newsworthy enough compared to end of school year activities throughout Stone Oak.
- **ACTION:** Tara will send logo to the board for documents and invitations.

Adjournment: The meeting was adjourned at 7:35 pm.

Next Executive Committee Meeting: Monday, March 16th at 6:45 pm.

Respectfully submitted,

Jo Ella Terhesh
ROBC Secretary