



Reagan Orchestra Booster Club Executive Committee Meeting Minutes

November 29th, 2021

Nathan Shapiro, President, called the In person meeting to order at 6:30 pm at Reagan HS New Orchestra Room

Roll Call:

Board Members Present: Nathan Shapiro (President), John Horton (Treasurer), Vikki Koveck (Bookkeeper), Daniella Decanini (Secretary), Tara Ford (Publicity) Thalia Sanchez-Kiolbassa (Banquet Chair), Denise Trevino (Meal Chair), Virginia Balfour (Uniform Chair), Dana Comstock (Scholarship Chair), Mark Soppe (Reagan Assistant Principal, @ Zoom meeting), Sixto Elizondo (Reagan HS Orchestra Director), Nathan Sharplin (Reagan HS Orchestra Director).

Guest: Jessica Estrada, Wendy Gratereaux

Board Members/Chairs Absent: Kristen Roach (Vice President).

Meeting Topics/Action Items:

●Presidents Report: Nate Shapiro gives the following Report,

- Welcomes everyone to the In person ROBC meeting of November 2021.
- Reads Fundraising Report, since Kristen Roach (Vice President) was absent to the meeting.
- Purchase of Macbook was already discussed and approved on a previous Board meeting in the school year 20-21, no vote was needed to approve the purchase.
- Need to confirm with Mr Elizondo memory specs of Macbook to purchase.
- Will send out a reminder for the Opt out fee, promoted at the beginning of the year with the welcome packet.
- Will send an email after general ROBC Budget 21- 22 is reviewed by the board to parents including the final ROBC Budget to be approved by the parents and general public.
- Board nominations fro the 22-23 school year will be presented at the Orchestra General meeting on February 2022.

●Treasurer Report:

Financial Update (as of 10/25/2021):

John provided the following financial update to the group:

TREASURER'S REPORT:

- Current Bank Balance \$33,240
 - \$3,532 uncleared payments
 - \$29,708 Book Balance Available
- Cash box \$720 – Include money from Halloween Party and Bundt Cake event, will be deposited soon.
- Money received from Welcome Packets and other collections:
 - Forms collection year to date / compared to last year total; (no changes from previous month)
 - Opt Outs Paid \$6510 / \$7,210
 - Washtub Sales \$2,020 / \$700
 - Sponsorships \$3,510 / \$4,888

- Polo Shirts \$2,100 / \$1,575
- Meals \$4,480 /
- Summer Camp \$2,550 /
- Lock In \$1,362 /
- Region Fees \$1,013 / \$910

- Other Payments received:
 - \$150 Trilogy Bistro
 - Cane's ? – no update yet
 - \$410 Bundt Cake Sales
 - \$150 Halloween Party
 - \$265 Contributions.

- Expenditures:
 - \$2,093 Polo Shirt Order – payment was made.
 - \$1,000 Scholarship Payout – University of Colorado.
 - 641 Sheet Music.
 - \$1,360 Bundt Cake Cost – recap of profit:
 - \$3,069
 - -\$2,448
 - \$621
 - \$1359 Banquet Deposits – summary, \$1000 for Venue and \$359 for catering company
 - \$240 All State Fees
 - \$123 Reimbursements (Halloween Party)
 - \$20 Meals Refunds.

- Year to date summary: (June 1 thru current)
 - Total In \$ 28,057
 - Total Spent -\$18,810
 - Net Inflow \$ 9,247

- Budgeted Items or other matters:
 - ROBC Proposed Budget 21-22 was reviewed and some changes were suggested.
 - Need to allocate the MacBook purchase in the right expense line so it shows it was an expense approved last year.
 - John will send out an email with changes so that ROBC Board will approve and be send out via email to Orchestra Parents for final approval.

- **Fund Raising:**
 - Kristen had the following report: (given in person by Nathan Shapiro)
 - Thanks Tara Ford (Publicity Director) for promoting all Fundraising events via email, social media.
 - Silly sock set for entire month of November---is ongoing.
 - Next Bundt cake sale will be 12/10--
 - Spirit Nights Dates and places:
 - Dec 18th – Los Guero's
 - Jan 19th – Torchy Tacos
 - Nothing Bundt Cake Fundraising (Bundlet for a Year Coupon) will be starting in January due to conflict with other Fundraisings happening at the same time during the month of December.
 - Daniella and Wendy asked Mr. Elizondo of a possible idea for Orchestra kids to perform during the year 22-23 during corporate events.

- **School year update:** Mr. Elizondo updated the board with the existing plan with the following key points:
 - Christmas concert Concert date is Tuesday December 7th.
 - Chambert Orchestra only will participate at the Choir concert scheduled for December 8th.
 - Decided that renting instruments in NY is not a feasible option, not enough instruments available at NY instrument shops during that time.
 - We got 5 positive responses from parents who are willing to transport instrument to NY.
 - CAPS van rental will be used to transport climate-controlled instruments such as Harps.
 - SNAP Raise has not been as popular this year, only 13% of students have finished filling out the 20 emails address asked to input in their SNAP raise profile. Hoping to finish stronger.
 - Water is needed for Region weekend @ Reagan HS 12/03-12/04

- **Banquet:** Thalia Sanchez-Kiolbassa gave the following report.
 - Banquet is scheduled for May 6th, 2022.
 - \$1,000 Deposit was given to Holy Trinity Catholic Church for the Banquet Venue
 - \$500 Deposit was given to Spice of life to do the catering for the Banquet.
 - Estimated total cost of Banquet is \$7700.
 - Theme for the banquet will be selected by the Orchestra Student Social committee
 - Sign up genius was set up to ask for candies for Goodie Bags that ROBC is planning to give out to the Orchestra students after the Christmas Concert on December 7th.

- **Scholarship:** Dana Comstock gave the following report,
 - April 1st is the tentative date for the deadline to submit applications for the 21-22 Music Education Scholarship
 - \$2,000 in scholarships, divided in 3, one \$1,000 scholarship and two \$500 scholarships.
 - An email will be sent out to parents to ask for volunteers to form the Scholarship committee. Three volunteers are needed, can't be ROBC Board members or if their student is planning to apply for the scholarship.

- **Upcoming Events:**
 - December 7th Orchestra Christmas Concert @ 7:00 pm
 - December 8th Choir Christmas Concert (Chamber Orchestra only)
 - December 10th NBC Sale after school.
 - December 10th 6:30-9:30pm Orchestra Christmas Party
 - December 18th 8 am -2 pm Los Gueros Fundraising

Adjournment: The meeting was adjourned at 7 pm.

Next Executive Committee Meeting: in January, TBD.

Respectfully submitted,

Daniella Decanini
ROBC Secretary