



**Reagan Orchestra Booster Club  
Executive Committee Meeting Minutes  
Approved  
July 18, 2017**

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Tricia Barton, President, called the meeting to order at 6:15 p.m. in the Reagan Orchestra Room.

**Roll Call:**

**Board Members Present:**

Tricia Barton (President), Sixto Elizondo (Director), Allison Balfour (Secretary), Tara Ford (Director of Publicity)

**Board Members Absent:**

Jim Schupenhauer (Vice President), Mark Rowe (Treasurer)

**Guests Present:**

Joseph Holzmann, Nathan Sharplin, Tricia Tshirhart, Hilda Bice, Meg Lorente, Beatrice LaKrout, Jan Giles, JoElla Terhesh

**Treasurer's Report:**

A treasurer's report was unavailable.

**New Business:**

- Kate will not be in orchestra next year so Tricia B. will be stepping down as president next year. We are looking for someone to be president.
- Tara continues to maintain the website and send out newsletters.
  - **ACTION:** Sixto would like a newsletter emailed out every other month at the end of the month to include upcoming events over the next two months that are listed on the calendar. The rest of the content is good. Next newsletter to be sent out on August 1, 2017 with event and board information. Select who is to receive the newsletter by ensemble so it doesn't spam other groups like Band.
  - Looking at expanding the website to include videos of performances. Free option is to include a YouTube link. Tara to get help from Shane with this. Cost is \$144/year, unlimited storage, password protection, high-definition video, and search engine optimization. Sixto to send video link to upload. Try Dropbox and Google Drive first. Sixto to speak with Mr. Kaiser about Theater Tech students video recording performances.

- Now that ROBC has a strong board, Tara would like to promote the board throughout Reagan. Website, Reagan Way, etc.
- **ACTION:** Tara to create a new ROBC Facebook group to encourage more photos and information sharing. The group will be closed and parents requesting to join will be cross referenced with charms registration.
- Parent Meeting, August 19, 2017 @ 9:00AM
  - Board should arrive at 8:00AM to begin setting up. Meeting will start at 9:00 in the auditorium where Sixto will speak, Mark and the board will speak, and then the parents will be dismissed to the foyer where they will turn in their forms. There will be a table for each form with a board member and a volunteer. It is important to look at form and make sure check numbers are on the forms so we can trace it back to who paid.
  - **ACTION:** Allison will look into donating coffee.
  - **ACTION:** Beatrice will purchase Krispy Kreme donuts for 130-140 attendees
  - **ACTION:** Sixto will email parents inviting them to the Parent's Meeting
  - **ACTION:** Joseph to send email requesting 12 tables to be set up in the lobby.
  - Table Assignments
    - Fundraiser – Jim
    - Opt out – Mark
    - T-shirts – Jan
    - Parent Forms – Meg
    - NEISD – Nathan
    - Parent Contact – TBD
    - Code of Conduct – TBD
    - Sponsor – President
- Summer Camp, August 14 – 18, 2017
  - We do not have a final count yet.
  - Meg and JoElla volunteered to help with camp at 8:00AM
  - **ACTION:** Mark to send spreadsheet of students attending.
  - Volunteers are needed for Fiesta Texas on August 18. One adult for every 15 students is needed.
- Joseph announced that Dr. Christopher Throm (cthrom@neisd.net) will be taking over as the new orchestra sponsor.
- The Orchestra Lock-in is scheduled for September 8
- ROBC Meetings will be scheduled on the first Wednesday of every month at 6:45 through December. January meetings will be moved to Mondays although that may change due to rehearsals.

**Adjournment:** The meeting was adjourned at 7:18 PM.

**Next Executive Committee Meeting:** September 6, 2017 at 6:45

Respectfully Submitted,  
Allison Balfour ROBC Secretary