

BOPO MEETING MINUTES
NOVEMBER 12, 2013
Submitted by Joan Drushel, Recording Secretary

Attendance: Joan Drushel, Pam Bertaud, Estee Gulden, Florence D'Emilia, Janet McGrath, Hope Wright, Julie Pecoraro, Dan Heim, Claudia Harrington, Ditte Wolin, Amy Cassady, Kirsten Radivoyevitch, Brett Baker

Tour (Hope Wright and Kristen Radivoyevitch)

- Everything accounted for
- Need spreadsheet of fundraiser totals
- 4-5 people need to do Malley's fundraiser as have done none yet
- Letter to be sent to families by Thanksgiving about \$50 discount
- Tour approved by school board
- Need totals of Pit Orchestra ticket sales from IMD

Fundraisers (Estee Gulden)

- Mixed Bags: \$1225 profit
- 11/20 Liquid Planet (4-8 PM, needs flyer), Ten Thousand Villages (6-8 PM, do not need flyer)
- Malley's started last Friday
 - Ends 12-15, on-line only
 - Last fundraiser before tour
- Citrus sale (Janet McGrath)
 - Sales down by 1/2 from last year
 - 2 orders made on-line but not specified for a particular student
 - 1 order to go to general fund, 1 person didn't respond
 - All orders added correctly and correct funds submitted
 - Usual order extra boxes in case things get mixed up
 - To put in order for someone who ordered something last year and didn't get it
 - Need to ask company if we have to order extras or if they automatically send it
 - See if we can have the pick-up at the furniture store parking lot

Budget (Elizabeth van den Bogert)

- Patron donations put with fundraising, need to separate
- Malley's: Why is there an expenditure?
 - It is on-line and should not cost us anything
- Not getting much from GFS
- Uniform parts and accessories done
- Joe Mullen's Marching Band uniform found in garment bag in closet at their house
 - Needs to be cleaned
 - Based on this, need to establish late fee if find after return date

Uniforms (Amy Cassady and Claudia Harrington)

- Band Uniforms (Amy Cassidy)
 - Need help this coming Monday to hang up raincoats after playoff game
 - When come in, call Jane Simeri to be able to enter building to help with raincoats
 - Uniform care
 - Kids walking after football game with uniform balled up under arm or not hanging right in garment bag
 - What authority does BOPO have with kids not caring for uniforms

Kids storing uniforms in 025 when not supposed to
If uniform looks bad, should we make kid take it to cleaners or pay fee
Amy and uniform volunteers need to have authority
Officers need to help make sure section looks okay

Symphony Uniforms (Claudia Harrington)

Needs to get uniform room key to refit Mason Spencer's pants
Need wardrobe patrol person for concert
Bow ties and cummerbunds
Concert orchestra especially with a history of inappropriate uniforms with white socks and low cut tops and too short skirts
Need to buy a few extra white shirts to sign out and borrow
Buy black hose and knee highs
Issue symphony skirts if pants/skirts inappropriate
If refuse to wear appropriate replacements, go home with o for concert performance
Concert Orchestra wears black neckties, not bow ties
Light bulb in uniform room blew out Saturday
Remind people to turn off light when leave uniform room
Light has been left on
Need to have symphony fitted Pit Orchestra

Program Book (Ditte Wolin)

\$2100 pledged for ads
Cindy Watson has senior messages
Joan Bendix (new department assistant) to get senior signatures
Need to get pictures and rosters
Have all pictures of kids in outside groups
Ahead of schedule
Program for first concert
Directors and Joan Bendix to do
Last week first meeting with ensembles: not all groups ready
Need people to help move kids around with concert and pictures
Brett Baker sent tentative list to photographer

Newsletter (Florence D'Emilia)

Cynthia Larsen doing newsletter
Tri-M to help copy and mail
Cynthia to do newsletter and Flo publicity
Media coverage
Heights Observer to do article about concert
Concert also listed on cleveland.com and to be in Sun Press this week
Trying to do longer articles about general topics
Kids who end up as professional musicians
Flyers need to get to elementary schools 2 weeks before concert
Can give to Bob Adamson at Marching Band rehearsal Wednesday to take to elementary schools
Talk to Angee Shaker about district mailings/website
Need mailing labels for newsletter
A lot of kids on roster who are not in IMD anymore
Call Lunetta Clark in main office to get get labels for current roster
See if Joan Bendix can meet with Lunetta and learn how to do it
Need biographies of senior soloists for program book

Concert (Hope Wright)

Hospitality

Marching Band: To bring extra boxes of snacks to next game

Concert

Have enough people for concert reception

Make sure security and custodians put up tables and chairs for chamber ensembles, reception, and tickets

Tickets

Now all activities who make any sort of money need more paperwork

Ticket reconciliation form and fundraiser form (concert considered fundraiser)

Need ticket stubs to account for all funds

Now will not be able to take some money out of the profit for petty cash

Have to account for everything

If staff buys pizza for kids: have to make requisition for it

Need to keep track of number of tickets sold

Will we still be able to let people keep Wednesday's ticket to reuse on Friday

May use double tickets so can keep one half and let guests keep other half

Concert raffles

Not have this year so far

Looking for places willing to give us donations

Orchestra Director's Report (Dan Heim)

Concert needs

Claudia to help with uniforms

Questionnaire for Symphonic and Concert Band kids who need to attend concert

Have rosters and check kids off and hand out questionnaire

Kids bring forms back to Brett

Jane Pecorara can do it

Ditte will be in front with raffle stuff

Need a person in a set spot: Stand by raffle table

List of photos which need to be taken

Need someone to help shuttle kids around: Janet McGrath will do it

Outside groups to do Monday

Chamber Ensembles and senior soloists need to come early

Jazz Ensembles also Monday

Need candids: no flashes during concert

Need parent in band room to help keep them quiet

Musical

Went well

Waiting to find out about ticket sales for tour accounts

Concert Orchestra to go to Music in the Park at Cedar Point

Need some parents to get involved

Some of Concert Orchestra kids did fundraising

Band Director's Report (Brett Baker)

Percussion workshop on November 1

Professional drummers did workshop with percussion kids

Gave away a bunch of stuff to kids (sticks, drum pads, etc)

Send thank you to store that donated stuff (Hope to send thank you)

Marching Band playoff game

Saturday at 7PM at Byers Field in Parma

Practice tomorrow
Fox Sports Ohio to show halftime on TV
Call time 4:45, bus leaves at 5:15
Will need raincoats

OMEA District 7/4 Honors Band

Also on Saturday
7 kids participating
Rehearsal on Friday from 8:45 to 4:30
Saturday rehearsal from 1:30 to 3:30 and concert at 4PM
Viking Band (Cassandra and Samantha Espenschied, David Pecararo)
Kangaroo Band (Gretchen Drushel, Lillian Hall, Alex Perlic, Josh Perelman-Hall)
Bands will perform before choir, will probably be done 5:15 - 5:30
Parents can transport these kids to Byers Field

Marching Band

Dozen or so emails from parents that band members cannot attend Marching Band playoff performances
Not optional: performances part of grade but since depend on football record, are not in original schedule
IMD kids overbooked this fall
Kids and directors are burned out with football games, musical, while trying to learn concert material
Administrators new to district have image of what band should be
Our school has tradition of strength of concert program since the beginning of the IMD
Administration not learning about our traditions before making changes
Not all schools send bands to all away games
Kids have had no weekends off this fall
Kids also involved with winter sports which are starting now
Brett expressed concerns, but looked at as employee complaining
Need parents to write to administration about concerns
No time for chamber ensembles and jazz combos to get started and be able to play in the community
Toia Robinson, Gifted and Arts Director, to meet with directors and needs to also meet with parents
Kids getting run-down, ill, overwhelmed, and not able to keep up with classes
Write to Toia Robinson, Jane Simeri, School Board, Superintendent