Band Booster Meeting Minutes July 7, 2022

Comments from the President:

* Welcome and Introductions:  The President introduced the Band Booster Officers.  Names, positions, and contact information are available on the website under Band Boosters, 2022-23 Executive Board.
* Concessions:  The Band Boosters were privileged to have a concessions manager for the past four years with restaurant experience.  Connie worked closely with our previous concessions manager during that time.  We must find a concessions manager before next year.  Other behind-the-scenes jobs will consist of duties such as setting up the day before games, inventory, ordering, purchasing and preparing food, and picking up food, to list a few.  If you would be interested in learning more about these positions, please contact the President.
* Volunteer Interest Sign-up Sheets:  At this time, Charms does not have a list of volunteer opportunities to choose from.  Interest sign-up sheets were present at the meeting.  You can also email the Volunteer Coordinator if you are interested in volunteering.   Areas include concessions, chaperoning, fundraising, transportation, equipment/props, and uniforms.
* Additional Comments:
	+ Our first home game this year is scheduled for August 19th.  We will be moving very fast and need all the volunteers we can get.
	+ The band will need 2000+ bottles of water for the season.  **We are asking all parents to donate one case of water.**
	+ To contact an officer, please send emails.  Instant Messenger is not very reliable.

Comments from the Treasurer:

* Brief Charms Overview:  All your band fees are on the Charms website [https://www.charmsoffice.com/charms/parents.asp!username=RHHSBandBoosters](https://www.charmsoffice.com/charms/parents.asp%21username%3DRHHSBandBoosters)

under Finance.  Band fees were due on July 1st.  We have received half of the fees to date.  We would like to have all the fees paid before school starts.  You can purchase your T-Shirts on charms.  Charms has a service fee, which may also present as a donation fee. Once a payment is made, you will see the donation fee correctly noted as the service fee.  If you wish to pay by check, you can drop that off in the red box in DK’s office in the band room, mail it, or give it to the treasurer.

* We need all parents to log into Charms and add their information to their students account under “Adult.”  All communication from the band boosters will go to the adults. If your email is listed under the student section, you will not receive emails.
* If you need to reset your password, the best thing is to go to the website and use the link listed.  This link will take you straight to the password.  Enter 12345678, and it will ask you to put in the child’s name, last name, and your email or phone number.  Charms will send you a direct link.  If this does not work, contact the treasurer, and she will assist you.
* The Charms School Code is:  RHHSBandBoosters
* Our current balance is $137,839.07.  The last large payment made was for insurance for the trailer.  We will be making a payment to Savannah Bananas for the tickets we purchased.  Huge thank you to everyone that sold Savannah Bananas tickets.  Everyone should have their credits in their accounts.
* We would like to have all t-shirts ordered and paid for by the end of band camp on July 22nd to have them for the first scrimmage game.

Comments from the Volunteer Coordinator:

* We will continue to use the online sign-up sheets for volunteer needs.  This is done through TimeToSignUp.com.  Links will be posted on the website as they become available.
* We currently have sign-up sheets for band camp and still need parent volunteers to help out every day.  If you see a rookie slot, please use it.  These were set aside for new parents to learn the ropes, but we need to fill every slot.  Camp slots are divided into am and pm slots.  <https://www.timetosignup.com/rhhsbbvolunteer/sheet/1301632>
* The next sign-up sheets to go out will be afterschool practice, games, and concessions.  We need every volunteer slot filled.
* Competition sign-up sheets will go out once the competitions are scheduled.
* Use the Remind code RHHSMARC to sign up for Remind notices.
* Volunteer online training will be provided once the school opens the training up.

Comments from the Fixed Assets Coordinator:

* This position works hand-in-hand with the Volunteer Coordinator.  We will need volunteers for transportation, equipment, and uniforms.  We always need help, from driving trucks, moving equipment to sewing uniforms in your home.
* Thank you to all the parents that helped make last year such a success.
* Students who did not make it to fitting day will be fitted during camp.

Comments from the Fundraising Coordinator:

* Our largest fundraiser is the Tour de Ford 10 Miler.  This event takes place at the Ford Field & River Club of Richmond Hill.  The race will take place on the morning of Saturday, September 17th.  Sponsorship levels start at $100 and go to $2000.
* Our goal is to raise money for transportation to our away games.
* Incentives for students to get sponsorships:
	+ $10 credit for every $100 and $250 sponsor
	+ $15 credit for every $500, $1000 and $2000 sponsor
* Sponsorships include their name on banners at the race and games and their name on race shirts. Also, on a banner that will hang outside of concessions all year long.
* All sponsorship forms will be due on August 18th.  An email will go out with all the fundraiser information and a list of businesses that have already been contacted.  When you reach out to a business, please let the fundraising coordinator know so that multiple people are not reaching out to the same business.
* We will need volunteers for this event.
* We will have four or five more fundraisers throughout the year.
* Student credits go towards band fees, trips, etc.

Comments from Dr. Daniel Kiene, Band Director:

* Marching Band Requirements for Camp (July 11-15 and July 18-22) and after school practices
	+ **Forms Required**:
		- [Participation Physical Evaluation](https://drive.google.com/file/d/1EMVBpCRUreKD9GTLDbrEecdZfI6QnGo7/view) (Sports Form): This will need to be completed by a physician.  You can get these at most minute clinics, urgent care centers, or your doctor.  **Note: make a copy for yourself before turning the form into the band.**
		- Medical Form (can be found in Charms) – This form needs to be completed by a parent.  Please list numbers that we can reach you at any time of the day or night.
		- **Students who do not have these forms on the first day of practice will not be allowed to attend camp**.
	+ **Uniforms**: Black Athletic Shorts, white t-shirt (color guard wears pink t-shirts), closed-toe athletic shoes with socks, and a hat.  This is our standard practice uniform.  We will wear this to every practice.  Students who do not have their uniform will be required to sit out from practice until someone can bring them the proper uniform. (Suggestion: we have been known to march in water after a big rain, pack an extra pair of socks and maybe even a small towel.)
	+ **Water Jugs**:  Every student must have a ½ or 1-gallon INSULATED  water cooler filled daily with fresh water and ice.  (Best Practice: Freeze one bottle of water or ½ a ziplock bag with water every night.  Remove the plastic and place the ice block in the cooler every morning.  Students who do not bring their water cooler will be required to sit out from practice until someone can bring their water jug.
	+ Every cooler must have the STUDENT NAME as a minimum.  It is important the student can identify their cooler.  (Suggestions:  use colored duct tape or sharpies to design the outside of the cooler or add ribbons to the handle.  Anything that will help the student pick their cooler out of 200.)
	+ **Supplies** needed at every practice:
		- 3 ring binder (1 – 1 ½ binder) with 200 sheet protectors
		- Small spiral-bound index cards
		- Shoelace or long string for index cards
	+ **Instruments**:  for those bringing their own instrument, please ensure they are in working order with all the needed parts.  For those using school-owned instruments, these will be given out during the first week.  Please be patient as we work through all the instruments and parts.
* Practice Times:
	+ Camp: arrive at 7:45 am, camp starts sharply at 8:00 am.  Camp ends every day at 4:30 pm sharp.  We do not go over 4:30.  Please be respectful of the times and be present for pick up.
	+ Camp lunch:  every day from 11:30 to 1:00.  Students can go off campus, home, or eat in the band room.  Staff will not be policing students, so please make your expectations clear to your student about lunch.
	+ After School:  Mondays, Tuesdays, and Thursdays from 3:00 to 5:30 pm.  We end sharply at 5:30, so please be present for pick up at that time.  Students are dismissed from school at 2:30.  This gives them time to arrive at the band room, change, and prepare for practice.  (Suggestions:  send a snack with them to have after school.  Fruit or Granola bars are excellent sources of energy.)
* Other Comments:
	+ No Gatorade in water jugs.  No dairy before camp or practice.  Feed the kids a lot of food.  This is an athletic event, and students will need additional calories.
	+ **Heat**:  We are aware of the heat and are on the field with your students.  We use a Wet Bulb Thermometer.  If the temperature on the wet bulb gets over 92 degrees, the band goes indoors.  We also take constant water breaks every 10-15 minutes.  If a child starts to feel bad, there is a medical tent on the field.  Volunteer parents are there to provide ice towels, first aid, or contact parents if needed.
	+ Monday and Tuesday will look chaotic as we have many new marching students learning how to stand on the field.  We will be going through instruments and learning procedures.  Please be patient as we work through the first few days of camp.  If, by the end of the week, your student still does not have an instrument or you have concerns, you can contact me.
	+ **Dr. Kiene’s cell number is 912-414-2830.**  Please identify yourself when you contact him.  Please keep contact to regular hours.  Please understand that Dr. Kiene and Mr. Britt teach the students. They have nothing to do with money or volunteering or fundraising or uniforms, etc… Please direct your questions to the appropriate person. If you are having an issue with your student in the program, it is appropriate to contact Dr. Kiene.
	+ **Attendance**:  This is very important.  Students must be present at games, rehearsals, and competitions.  If a student misses, they get behind on their drills, impacting all the students around them.  Commitment is key.
	+ We have late-night returns from out-of-town games.  We could get back as late as 3:00 am.
	+ Information Sources:
		- Facebook – this is an informal place to post support for our kids and support from other parents (i.e., Carpooling, suggestions, etc.).  This is NOT the place to ask questions or vent.
		- Website – [www.RichmondHillHighSchoolBand.org](http://www.richmondhillhighschoolband.org) is a formal place for all band-related information, where, what, and when.  TWIB (This Week In Band) is updated weekly to provide you with the most up-to-date information.  Links to sign-in sheets, calendar, and contacts can be found on the website.
		- Google Classroom – Every student must join the google classroom for the band.  This is where school-appropriate information will be sent to the students.
	+ VIDEOS – **NO VIDEOS of band shows posted anywhere until after the last competition**.  Please share this information with your family and friends.  Other schools will scout our show online to steal or use it against us at a competition.   Our show is unique, and the students work extremely hard to compete.  The element of surprise is crucial.
	+ Volunteering is crucial to making our band successful.  Everyone is qualified.  There will be online training through the schools provided.
	+ **We have a 3-PERSON RULE:  Never be alone with a student.  Always chaperone one adult with two kids or two adults with one kid.**
	+ Volunteering keeps your band fees low.  Our current fees are $375.  Other schools outside our county with bands of a comparable size pay $1200-2000 per student.  Volunteering allows you the opportunity to get involved and open access to the band staff.
	+ Parents dropping off & picking up students after band events, use the route below. 
	+ After away games and competitions, parents wishing to take students home must check students out at their bus. NO EXCEPTIONS.

Varsity Game/Band Schedule for 2022 Marching Season:

* August 12 at Glynn at 7:00 pm (Scrimmage Game) – will likely not go or pep band only
* August 19 at Home vs. Effingham at 7:30 pm
* August 26 at Ware County at 7:30 pm
* September 2 at Home vs. Jenkins at 7:30 pm
* September 10 at Glynn County Stadium at 7:00 pm (This game is a Saturday night game against Baker Co. from Florida)
* September 17 – Tour de Ford
* September 16 at Home vs. New Hampstead at 7:30 pm
* September 23 at Coffee County at 7:30 pm
* September 24 – March-a-thon
* October 7 at Home vs. Camden County at 7:30 pm (region)
* October 14 at Valdosta at 8:00 pm (region)
* October 28 at Lowndes at 8:00pm (region)
* November 4 at Home vs. Colquitt at 7:30 pm (region)
* Playoff Games TBD
* Prepare for 3 band competitions in October. **MAKE NO PLANS OUTSIDE OF BAND IN OCTOBER.**

Booster Meeting Schedule for 2022-2023.  All meetings at RHHS Band Room at 7:00 pm.

* August 4
* September 1
* October 6
* November 3
* January 5
* February 2
* March 2
* April 13