



# Fossil Ridge Band Boosters Board Meeting Agenda

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*Tuesday, September 10, 2019, 5:30 PM*

*Fossil Ridge High School Performing Arts Center (PAC)*

1. **Parent outreach (15 – 20 minutes) Prior to meeting start: We want to hear from parents! (Start at 5:30 PM)**
2. Meeting start 5:45 PM
3. Approve previous minutes (Kris)
4. Treasurer report (Kim or Hope)
  - a. Update on Blue Knights deposit
  - b. Quicken reports
  - c. **Required filings**
    - i. **CO Secretary of State Amended Articles of Incorporation filed 9/5/19**
    - ii. **CO Secretary of State Required Periodic Report filed 9/5/19**
5. CO tax exempt status as charity
  - a. Brent and Kim have gotten 7 out of 11 steps completed online as of 9/8/19
6. Fundraising Update (Sherri V or Sara P)
  - a. Car Wash final numbers
  - b. BJ's restaurant night update
  - c. Amazon Smiles update
  - d. "Special fundraising project" update
  - e. Recap upcoming dine-out nights
  - f. March-a-thon update
    - i. Fundraising form
    - ii. **Board Decision:** Sell burritos as fundraising event
  - g. Status of flower sale and Santa breakfast
  - h. Giving back to the community
7. Task force to address color guard fees (Janet)
  - a. Current status of task force
8. Spirit wear update (Hope)
9. Communication Update
  - a. **Action Item:** More detailed description of the various committees. Show samples to get this developed (Janet)
  - b. **Board Question:** It has been about 90 days for the use of GroupMe. What is the board's assessment of this tool in terms of:
    - i. Ease-of-use
    - ii. Response times for group members
    - iii. Use as a communication tool but not for official business decisions
  - c. **Board Decision:** Request for funds for Facebook promotions of events. It is a budgeted line item, but Janet needs to get a feel for how much the board wants to spend to promote particular events.
  - d. Other outstanding communication items

10. Outreach activities update
11. Uniforms Update
12. Pit Update (Ned or Al)
  - a. Insurance paperwork for trucks (Completed)
  - b. Debit card has been provided
13. Props Update
  - a. Status on parent volunteers for props on the field
  - b. NOTE: This may be in the "Pit" land instead of props
14. Inventory update (Megan or Sal)
  - a. **Action Item:** The band directors will be adding a lock to the band cages.
15. Procedures and policies
  - a. **Action Item:** Brent and Janet will work with Sal and Meghan M on creating a set of procedures for posting on the website. This action item remains open. Janet has posted a draft procedure.
  - b. Needed: Adding items to the agenda from greater community (no immediate action)
16. Long-term strategies
  - a. **Ongoing Action Item:** Brent will work directly with committee heads offline to create a basic set of documents for discussion at future meetings
17. New Business not captured in the Agenda
18. Summary of new action items
19. Confirm date, time and location of next board meeting (5 minutes)
20. Adjourn (7:00 PM)