

**Decatur Band Boosters Meeting
February 5, 2013**

Website: www.dhsbands.org

Meeting started at 7:00 PM, ~11 attendees

Directors Report:

- 2/9 -The band will be playing at this Saturday's playoff basketball game at Auburn Mountainview.
- 3/2 – Ellensburg Wind fest- The Wind Ensemble will be playing at 8:00 AM! Students will meet at the school at 5:00 AM.
- 2/23 - Solo/Ensemble competitions will be held February 23.
- 3/7 - Spring Concert. The bands will each play 2 pieces.
- 3/9 - Large Ensemble Competition will be held at Emerald Ridge. Time to be announced.

Matt also announced that he is organizing basket themes for auction.

Treasurers Report:

Heidi reported that there were no changes from the last report. Our checking account ending balance is \$3,823.30.

501c3 status: IRS finally responded, declaring that our tax ID# is inactive and we needed to produce an original copy of our Tax ID# in order to proceed. Heidi found the original! Heidi promptly submitted the original and is waiting for IRS response.

Wendy's Fundraiser: We are still waiting for the proceeds from the Wendy's fundraiser (approximately \$400.)

OLD BUSINESS

Showcase – March 23, 2013:

- **Venue:** The church is reserved for March 23. Michael will finish negotiations, but it looks like the cost will be \$500.
- **Refreshments:** Susan reported a cost of approximately \$200 for 4 triple chocolate layered sheet cakes and 4 triple berry crumble cakes to serve about 250 people. We will provide each person with a sampler plate of 2 small pieces of cake. Susan will order additional cakes to use if needed. If not needed, we will auction them off.
- **Entertainment/Emcee:** John Keister appears to be the best option for entertainer, but his cost is \$2500 and we originally budgeted \$1250. Steve moved to approve an additional \$1250 to pay for John Keister as our emcee, auctioneer and entertainment. Motion was seconded and approved by majority vote.
- **Price:** We determined entry price will be \$15 per person. Children under 5 will be free.
- **Promotion Efforts:**
 - Stacey will create tickets for us to begin selling by the March 7 spring concert.
 - Stacey will also create an advertising flyer to display at the spring concert.

- Stacey will also create formal invitations for school board members and other influential invitees.
- Stacey will create posters for display in the community. We will distribute these at the next board meeting.
- Brad will send press release to the Federal Way Mirror and other local papers.
- Michael will ask the church to advertise on its reader board
- Matt will ask Decatur to advertise on its reader board.
- Matt will contact Federal Way schools, especially Lakota and Saghalie to invite them to Showcase.
- **Donations/Procurements:** Keep working on donations! We appreciate help with this from all band parents!
 - Procurement tracking form is on the internet, secured by a password. Brad explained how to access and update this form.
 - Brad will email families for donation and procurement help.
 - Matt will organize class theme baskets with the students.
- **Auction Details:** Brad will create auction bidding instructions to be included in the auction program. We will discuss final program details at the next board meeting.
- **Basket Assembly:** We will set a date to assemble baskets at the next board meeting.

NEW BUSINESS

Near Term Fundraisers:

- **ASB Fundraisers:** Steve reported on a fundraiser in which the band will play the National Anthem at a Tacoma Rainiers Baseball game in April, or a fundraiser in which the band sells a minimum number of tickets for a game in May. Matt will ask the bands if they want to participate in either of these fundraisers.

Action Items:

- Michael will
 - Finalize negotiations with church
 - Determine whether the church has enough long tables for our auction displays
 - Finalize negotiations with Keister
 - Ask church to advertise on its reader board.
- Brad will
 - Send press release to the Federal Way mirror and any other local newspapers.
 - Send an email request for help with the auction, listing specific ways people can help.
 - Update the auction program to include auction bidding directions
- Matt will
 - Contact area schools to advertise the Showcase.
 - Organize class theme baskets for auction.
 - Ask school to advertise on its reader board.
 - Ask the bands whether they want to participate in the Rainier Baseball game fundraiser.
- Stacy will
 - Create tickets.
 - Create an advertising flyer to display at the spring concert.

- Create formal invitations
 - Create posters for display in the community.
 - Coordinate with Trade Printers regarding printing of all tickets and promotional materials
- Liz will
 - Inventory coffee supplies and order more if needed.
- Susan will
 - Order cakes.

Meeting adjourned at 8:15 PM

Next Booster Meeting – Tuesday, March 5th in the Band Room

Website: www.dhsbands.org

E-mail Contact: decaturbandboosters@hotmail.com

Submitted by Susan Murnen