

# LHS Band Parent Executive Board Meeting

May 14, 2023

**Members Present:** Jason Ratliff, Maria Ratliff, Lisa Teas, Justin Endsley, Dawn Endsley, Elli Nyberg, Aaron Nyberg, Wendy Bergan, KC Carlson, Chrissy and Tim Eden, Sheena Lewis, Kristina Schaefer, Drew Balta, Ande Carlson

**Board Members Absent:** Dan Carlson, Sue Mollison

Other Members Present: Marisa and James Oppenheimer, Todd Barlett (via Zoom) Monte Johanning (via Zoom)

**Call to Order:** Meeting called to order at 7:40 p.m. by Jason Ratliff.

## OPEN SESSION:

**Secretary's Report:** Ande read March and April 2023 Meeting minutes.

- Minutes approved by Wendy Bergan, seconded by Elli Nyberg.

**Treasurer's Report:** reported by Wendy Bergan

Balances as of 5/1/2023

1. Checking - #527	\$27,690.29
2. Box Truck - #2296	\$1803.01
3. Scripts - #329	\$1151.22
4. Alumni Association - #5025	\$1887.78

Notes:

- After check payments and transfers from CorTrust account, balance will be around \$38,798.
- After meeting with school administrators, regarding the band ISA account, which is held at the school, it was suggested by Dr. Raether that we utilize the funds in that account first then transfer ISA funds to that account as needed. This will allow BPA to function more efficiently.
- 990 was submitted. Need to include tax filing expense in next year's budget.
- transition in process of adding Elli Nyberg to credit cards and bank account.
- discussion on Macy's Trip funding- Macy's grant to be used only for Macy's Parade trip in 2024, advised to create separate account for all funds raised specifically for Macy's trip; directors seeking funding from State of South Dakota
- Maximizing Excellence (MaxEx), a fundraising consultant business, were hired to organize and assist with BPA massive fundraising responsibilities. Deposit of \$5000 was postponed by MaxEx as a courtesy to assist BPA in securing adequate funds for upcoming budgeted expenses at this time.
- Charms updates need to be completed before the rollover (in a couple of weeks) by Rogene adding 8th grade students. Kristina will connect with Rogene to clarify. Charms application is paid from Account #1, is utilized for ISA tracking and billing, uniform tracking, and mass communications.
- Stephanie Gungapolis will be taking over Wendy's position as BPA treasurer next June 2024.

Checks presented for payment:

1. Monarch Sales - decals                 \$384.22

Payments made (budgeted)

1. Hilton Garden Inn -WG                 \$2378.85

2. Hyvee - Grocery Cards                 \$29,000.00

Payments approved by Maria Ratliff, seconded by Justin Endsley.

**Travel & Lodging Report:** Sue Mollison absent, reported by Elli Nyberg

- reservation contract secured in quad cities at Cambria Hotel for Des Moines BOA. This hotel also has a conference room available to accommodate the band, 73 queens bed rooms, 14 king bed rooms.
- awaiting contract from Indianapolis BOA hotel, to be completed by BOA
- strongly encourage the BPA create opportunities for meals during travels to be sponsored, which will be recognized via social media by the band
- Crista Larson and Jen will be helping Sue with travel and will be traveling with the band
- Michelle Wigg has offered to help with food arrangements but we are still looking for lead volunteer to coordinate food for travel

**ISA Report:** reported by Kristina Schaefer

- Good progress being made toward completion of ISA payments for 2022-23 season, yet \$14,000 still owed by 2022-23 seniors
- \$8000 balance in scholarship fund (but do have approx. \$5800 in tips account if needed)
- Will run ISA statement on May 15th and run a second statement this month on May 31
- Advised to send extra reminders to seniors to try to secure payments
- reviewed other incentives previously discussed (post visual reminders in band hallways to pay dues, utilize website to pay dues, discussion on auto-draft, competitions among sections to encourage work shift participation, payment deadlines posted)
- "Greater Goods" program introduced by Elli as a means of securing all sorts of goods to serve as incentive prizes for students, cost would be \$150 for ability to select from crates of inventory

**Director's Report:** reported by Drew Balta

- 185 students enrolled in marching band for 2023-24 season, an increase from last year's count.
- Macy's planning: Considering bids and details from four travel agencies that arrange logistics for Macy's trip 2024. The forerunner is found to be far superior than other three travel agencies but is over budget by approximately \$200 and being negotiated.
- Meeting for all students Wednesday morning, including 8th graders (who will already be at Lincoln for freshman orientation) at LHS for team building and breakfast at 7:20am.

- Drew introduced board to a current West Lion Freshman trumpet student that wishes to attend Lincoln, but currently open enrollment is full, seeking board ideas to help facilitate student's wishes. Any input appreciated.
- Marching band show music is being distributed to students.
- Drew suggested utilizing much more social media, as it is very far-reaching and effective
- Will have five Thursday evening rehearsals that will need to be relocated due to LHS soccer games on the field. Negotiating use of USF stadium for these rehearsals, will need to coordinate with roadies for props and equipment transportation.

**Roadies Report:** reported by Dawn & Justin Endsley

- Has \$4400 check to be deposited into BPA account for sale of old sound equipment to O'Gorman; couple more pieces still up for sale.
- In process of purchasing prop materials and will start building props once school is out in the LHS shop
- one trailer for sale- quoted \$5000; or could take a trade for \$2000
- New Trailer- 71/2' wide by 18' long, aluminum, ramp door, side door, extra wide, extra height, lightweight at 2000 pounds. To be used for tubas, large instruments, and will travel with band students always; plan to wrap new trailer to match box truck and semi
- Semi- utilized for front ensemble and podiums
- Props Trailer- continue using for this season's props
- Concerns voiced about needing more volunteers to move props and equipment onto and off field at competitions.
- Discussion on how many props, new center "spool" prop idea, main stage prop, natural wood coloring request for props stage and bases
- Will set meeting with directors to organize props and equipment transport for the evening rehearsals held away from Lincoln's field

**Chaperone Report:** reported by Lisa Teas

- **THANK YOU LISA TEAS** for the many years and countless hours of work as the uniform and chaperone chair! You will be greatly missed!!
- Tiana Hodgins will be taking over Uniform Committee chair- THANK YOU TIANA!
- Discussion on need for chaperone lead for Jazz Band travels, who will be responsible for securing chaperones and assisting with travel arrangements for the Jazz Bands.
- Plans to construct shelves for loft to assist with organization.

**VP Report:** reported by Elli Nyberg

- reviewed Maximizing Excellence (MaxEx) Scope of Work with board- a fundraising consultant that has been hired to coordinate and assist with Lincoln BPA's massive fundraising efforts to play for season's expenses. Max Ex meeting with fundraising committee weekly and already very productive strides being taken.
- In short, MaxEx will assist with consistent messaging for all fundraising asks, build strategy that targets alumni and other philanthropically minded, musically included Sioux Falls community members, facilitate short and long range planning for budget projections, advise on recognition and stewardship opportunities/events, assist in improving current fundraising activities to strengthen efficiency and effectiveness, create and oversee timelines, support the BPA through check-ins and monitoring, and offer insights as requested.
- Discussion on introducing fundraising strategies initially at Breakfast with the Band, then initiating full campaign at Preview Night.
- Elli shared alternative to PayPal for donations/payments- introduced Classy, powered by Venmo. Classy offers multiple benefits- user-friendly donation pages accepting large variety of payment options, crowdfunding campaigns, peer-to-peer campaign, base-broadening tools, event ticketing and registration, Classy Live add-on available for silent auction online/hybrid bidding. There is a fee, approx. \$5000/year. Ellie will continue to investigate these and other programs available.
- Discussion of current and immediate fundraising needs: Spirit wear (planning to expand significantly by having spirit wear available at venues) Sponsor endeavors continue (explore more business sponsors); discussion on monthly fundraising restaurant options- BPA would like to utilize these monthly dates for social connections/ easy fundraising; Car Raffle- emails and calls to Schulte are ongoing
- Discussion of ISA fundraising options to allow students to fundraise- Car raffle tickets, work shifts, Hyvee cards, Raise Right will continue to be offered. Ideas discussed- RahRah app for online coupons. James Oppenheimer great resource on fundraising!
- Sponsor logos- Jesse getting 2022 logos to Nate. Date to secure 2023 sponsor goals set for August 22. Then will add both 2022 and 2023 logos to trailer after deadline.
- Positions still needed to be filled: Social media/Website- crucial role to communicate the MaxEx work being done and expand to additional platforms; Food Planner; Work Shift Coordinator apprentice- shadow and work with Tim Eden to learn the roads of work shifts. Need to communicate with band families asap to fill these positions.
- Sam Anderson has agreed to help with alumni committee, THANKS MR A!
- Discussion on changing monthly meeting day- Elli would send out a doodle poll to gather preferences

**President's Report:** reported by Jason and Mariah Ratliff

- review of BPA BiLaws- currently posted on [lincolnband.org](http://lincolnband.org) website for review. Discussion held on election of board of directors for the 2023-24 season. Motion to allow Annual meeting to be held June, 2023 (instead of May, 2023) in order to coordinate Annual meeting with Ice Cream Social event. Motion approved by Justin Endsley and seconded by Jason Ratliff.

- BPA Annual Meeting set for June 6, 7:00p in conjunction with Ice Cream Social to vote in the Board of Directors and approve budget for the 2023-24 year.
  - Nominations are:
    - Presidents: Aaron and Elli Nyberg
    - Vice Presidents: James and Marisa Oppenheimer
    - 2nd VP/Roadie Chair: Justin and Dawn Endsley
    - 3rd VP/ Chaperone Lead: KC Carlson
    - Secretary: Andrea Carlson
    - Treasurer: Wendy Bergan
    - ISA Treasurer: Kristina Schaefer
  - Additional nominations will be open the night of the vote.
- **THANK YOU FROM JASON AND MARIA RATLIFF- HAS BEEN AN ABSOLUTE PLEASURE, A GREAT GROUP OF PARENTS, DIRECTORS FOR THE OPPORTUNITY TO WORK WITH THEM OVER THE YEARS. OPEN AND HONEST IS ALWAYS THE BEST POLICY, AND WORKING TOWARD UNDERSTANDING DIFFERENCES IN PERSPECTIVES WITH A CHEERFUL AND FLEXIBLE APPROACH! :)**
- **AND THANK YOU TO JASON AND MARIA FROM THE BPA FOR ALL THEIR COUNTLESS HOURS OF WORK, THOUGHT AND PASSION THEY'VE POURED INTO THE BAND PROGRAM OVER THE PAST TWO YEARS!**

Meeting adjourned at 9:33p, moved to adjourn by Jason Ratliff, seconded by Drew Balta.

**Next Meeting:** Wednesday, June 14, 2023 at 6:00pm, Nyberg residence (phone or text Elli for address)

Future 2023-24 BPA Meeting schedule: Meetings to be held monthly on the 2nd week of the month, alternating between Sundays at 4:00p and Wednesdays at 6:00p. Meetings will be held every other week during marching band season, TBD.

Respectfully submitted, Ande Carlson