

## **Jefferson Township High School Band Parents Association Meeting Minutes- March 30, 2011**

The meeting was called to order at 7:15 pm in the band room.

Attendees: Mary Varner, Jim Varner, Ann DiPietro, Mary Wendt, Debra Flynn, Sharon VanDyke, MaryBeth Faust, Tanya Senney, Bibi Lackicharran, Norma Amro, Diane Lett, Karen Maurer, Merry Barrieres

The minutes from the February 16, 2011 meeting submitted by Mary Wendt. Debra Flynn motioned to accept the minutes, Mary Varner seconded.

Treasurer's Report submitted by Ann DiPietro.

### **Fundraising**

**-Sweet Taste of Jefferson-** 4/14/11: Mary Beth Faust generated tickets that were sent home to parents requesting donations. We will sell tickets at the door. Karen Maurer emailed a request for Ads for placemats/program and sent a mailing to 50 businesses asking if they want to advertise.

We need volunteers to chaperone kids in the band room, set up (move tables, light candles, put out desserts, serve desserts, clean up and take tickets. Karen Maurer will send an email.

We are looking for 8-10 door prizes. Bibi Lackicharran & Joan Castrignano are soliciting donations.

We have gift cards from A&P and Pathmark for supplies. Shoprite, Costco, and BJ's gift cards are pending.

Mary Wendt has gift basket from Three Chicks florist coming, Karen Maurer has tickets from the Mayo Center coming, Joan Castrignano has AMC gift cards coming for a door prize too.

Mr. B will prepare the program. If there are too many ads for the placemats, they will be added to the program. The program will also contain a list of donors.

#### **Supplies Needed:**

Water bottles, small plates, milk, serving utensils, pitchers for the milk.

Diane Lett will bring milk pitchers. Mary Wendt purchased a dozen more vases. Norma Amro has donated money toward fresh flowers for centerpieces. Tanya Senney will lend her chocolate fountain.

Mr. B wants to provide pizza for our students and Australian visiting students the night of the event and has proposed the money comes out of the Director's funds.

Membership voted to split the cost with Mr. B's director's funds and available funds.

Motioned by Karen Maurer, seconded by Debra Flynn.

Karen Maurer and Mary Wendt will pick up soda for the dinner.

**-Annual (flowers) Sale- Spring:** Forms will be emailed tonight & will be placed on the BPA website. Order deadline is April 15 and delivery date is May 4.

**-Car Wash:** 5/14/11, or rain date 5/15/11: Awaiting approval by Mr. Cinotti. Mary Wendt will email details. We will need chaperones & volunteers.

**-Can Shake** - Summer: If nobody volunteers to chair this fundraiser, it will not happen.

**Open nominations for Executive Board:** Treasurer is open, as Ann DiPietro has served two years as Treasurer. Mary Wendt, Debra Flynn and Mary Varner are willing to stay on in their positions one more year. Elections will be held at the May meeting.

**Scholarship Committee report:** Mary Beth Faust will put the application on the website; it cannot be on Naviance anymore. Hard copy will be available in the guidance office. Application deadline is April 15. Interviews are at the discretion of the committee.

**Dinner Dance** (5/27/11 at Casa Bianca) Mary Wendt proposed a \$32 price for tickets to meet cost of complimentary (teaching staff) tickets and DJ. Email will state that the ticket will not exceed \$32. Opportunity to fundraise to defray students cost of the ticket is available.

**Board of Education policy/Non profit status:**

Going forward our Treasurer will need to be bonded due to BOE recommendation. This is an added \*expense to the organization. An internal annual audit is required as well. We already pay a premium for a liability policy. In addition to all fundraisers being pre- approved (onsite and off) by administration, a report of all monies from fundraisers are to be submitted to the administration following the fundraiser's conclusion to assure the correlation between the raising of funds and the program's short/long term goals, (this is in addition to a monthly treasurer's report being submitted to the administration).

We will not be able to function as a booster program if we do not adhere to the new policy and show the administration we are in the process of becoming a 501(c)3. The second read of the proposed policy is at the May 9, 2011 BOE meeting, at which point it becomes law. The by-laws are in its final revision in accordance with the proposed BOE policy and the IRS code.

Mary Wendt, president stated "BPA bills need to be paid, existing funds allocated to the overall functioning of the Band Parents organization such as insurance premiums, website costs, administrative costs, are at a deficit and therefore require the use of general funds that will ultimately create a deficit elsewhere. Additionally, all fundraisers require start up money, and marching band camp needs money to operate successfully as well.

It is not the president's responsibility to be the organization's administrator and chair its fundraisers. The president and a small group of parents (out of a band of 85 students) have gone beyond doing their share in raising funds in order to barely meet financial goals along with maintaining the overall purpose of the organization for the current 2011-2012 school year. It will not continue this way. It is to be a collaborative effort of all parents. Its obvious the membership policy needs to be changed.

More parents must be "**active**" members of this organization, if they want their child to have funds available for scholarships, varsity blankets, director's funds, and general defraying of costs that benefit the band program.

If more parents do not become actively involved in this collaborative effort of fundraising for the Band Parents Association it will be scholarships, varsity blankets, director's funds and general band program defrayment costs that will be compromised".

**Meeting Dates:** 5/4/11 and 6/1/11

**Adjournment:** 8:45pm