

Oregon City High School Band Boosters

General Meeting

3/10/2020

1. Call to Order

- a. Welcome!

2. Roll Call of the Board

3. Approval of 2/11/2020 Minutes

- a. February 11, 2020 Booster Meeting Minutes have been posted on the OCHS Band Booster Website.

4. Booster Update:

- a. Federal & State Status. Reports by Kim Egan.
- b. New Passive Fundraising Opportunities
 - i. **Amazon Smile & Bottle Drop**

5. New Business

- a. Do you have some you'd like to add to tonight's discussion?

6. Treasurer's Report

- a. **Booster Accounts:** Booster Account Treasurer, Kim Hvam
- b. **Student Accounts:** Student Account Treasurer, Laura McGraw
 - i. **Account Balance Questions:** Parents can access their student's account activity and balance as well as a link to request monies can be found via a link on the bottom of Mr. Henson's weekly email.

7. Reports of Standing Committees

- a. **Fundraising:** Reports by Jessica Mott and Caralee Thygeson
 - i. **Scrip - due TONIGHT**
 - ii. **Upcoming:**
 1. **Restaurant Nights**
 2. **Flower Basket Sales-** Sale: April 1-17. Delivery Date: May 9th
- b. **Uniforms:**
 - i. **Uniform Coordinator**
 1. In search of a person to take over this role for 2020-2021. We have some awesome helpers on board with past experience.

8. Volunteering

- a. **Sign Up Genius-** Watch here and **Facebook** for opportunities.
- b. **Upcoming Needs-**
 - i. Coming soon-Spring Band Daze drivers, parents to set up and serve at spring events, Rose Festival Marchers.

9. Upcoming Activities and Trips:

- a. **Upcoming:**
 - i. DC Trip- March 12-17th
 1. Philly says they will not cancel.
 2. Sweatshirts and tees are in production and will be available for pick up at the luggage drop off on 3/11.

- ii. Teddy Bear Parade???
- iii. Florence Trip
 - 1. Parade- Sunday, May 17th
- iv. Rose Parade- June 6th

10. Senior Gifts:

11. Board Nominations:

- a. Explanation of the positions and term-
 - i. In need of a Booster Treasurer and Secretary
 - ii. 2 year term.
 - iii. See qualifications below
- b. Request for Nominations for 2020- 2022 Board Positions will be called at the April Meeting. Vote will be called for during the May 2020 Booster Meeting.
- c. Email questions or interest to ocbandparent@gmail.com or call Tania at 503-901-1404.

12. New Agenda Items:

13. Reminders/ Announcements/ Good of the Order:

- a. Watch:
 - i. Booster Calendar
 - ii. Facebook: @OchsBandBoosters
 - iii. Website: www.ocbandparent.org
 - iv. Mr. Henson's weekly emails.
- b. Next Planning Meeting- Monday, April 6th. Location: Tania's house
- c. Next Band Booster meeting Tues, April 14th at 7:30pm in OCHS Choir Room.

14. Adjournment: Thank you so much for being involved in Band Boosters. We so appreciate you!

THANK YOU FOR SUPPORTING OUR BAND!

WE APPRECIATE YOU AND ALL YOU DO TO ENHANCE OC BAND!

Board Positions/Elections:

Section 5.4 TREASURER

This is an Elected Board Officer position (year-round).

The Treasurer shall: have responsibility for the accounting of all funds of the organization, and shall keep a full and accurate account of receipts and expenditures. The Treasurer shall be responsible for the maintenance of all financial records and all legal filings such as annual reports and taxes.

Section 5.6 SECRETARY

This is an Elected Board Officer position (majority of work is seasonal, but role applies year-round).

The Secretary shall record and keep the minutes of all meetings of the Board of Directors and General Membership and issue those minutes to the general membership.

The Secretary shall:

- Have a current copy of the Bylaws
- Keep the authenticated Corporation records
- Compile and keep a record of membership
- Keep all registration records for fall and spring programs

Section 4.3 QUALIFICATION

Any General Member in Good Standing, as defined in section 7, may be nominated to run for elected office or submit an application to be nominated to run for elected office.

Member must be free of any conflicts of interest as explained and stated in the OCBB Conflict of Interest Policy and Annual Statement. (For example, no employee of Oregon City Senior High School or the Oregon City School District Office may hold a Board of Directors position.)

The following interested persons are PROHIBITED from serving as directors of the Board due to possible conflicts of interest. For purposes of this section, "interested persons" means either:

Any employee of Oregon City High School or the Oregon City School District Office is excluded from serving on the Board of Directors. Any related party to any such interested person. A related party means: an immediate family member related by blood or marriage or member of the same household to another elected officer. None of the five elected officers (President, Vice President, Secretary, Treasurers) may be a related party to a member of the Board of Directors.

Section 4.4 ELECTION

The President will assemble the Nomination Committee and call for nominations at the April

meeting of each fiscal year as needed to fill upcoming vacancies. The Nomination Committee will assemble a list of willing and qualified candidates for office. A ballot will be issued at the May General Booster Meeting where a vote will take place. Specific nomination and election guidelines can be found in OCBB Policy and Procedures Manual. The elected officers of the Board of Directors shall be elected by a simple majority vote of a quorum of the general membership (See section 3.5). The appointed, non-voting Officers of the Board of Directors shall be selected by a simple majority vote of a quorum of the elected officers.