

Williamston Band Boosters Agenda
General Meeting
Thursday March 10, 2011
7:00pm High School Band Room

Last Meeting was September 16, 2010

Treasurer's Report

Old (Old) Fundraising Business

- Middle School Party November 5
- Great American fundraiser
 - Pros and Cons
- Firefighters Pancake Breakfast
- Evening of Jazz
 - Successes, ideas for next year?

New Business

- Spring Can and Bottle Drive
- Solo Recital Night
- Memorial Day
- Ideas for the future of band boosters

Band Booster Distribution of Work

Ideas for Chairpeople and Committees:

- 1 parent is chairperson of committee and can recruit anyone to join committee
- Marching Band Camp Chairperson
 - calls parents to volunteer as chaperones
 - helps coordinate room lists
 - helps coordinate camp payments (starting the previous spring)
- Marching Band Chairperson
 - emails parents about food/water donations
 - helps pass out apples, water at games
 - helps put up and take down bleacher covers
 - helps pass out and collect plumes, check uniforms before games
 - takes uniforms at end of year to Baryames
- Reception Chairperson
 - plans reception after each concert
 - emails parents and collects donations
 - volunteer to buy and sell flowers at events
- Set-Up Chairperson
 - helps set up chairs/stands an hour before concert
 - emails parents to help get crew to help
- Private Lessons Chairperson
 - helps go between parents and teachers
 - puts together contact lists and schedules
 - pays teachers on a monthly basis through boosters
 - follows up with cancelled lessons and non-payment

- Publicity Chairperson
 - takes pictures and/or videos at concerts and emails to Ms. Kelsey or Ms. Stiehl
 - sends pictures and information to Enterprise, puts info in LSJ about events (evening of jazz, solo night, and concert in the park)
- Trip Advisor
 - collects money from parents and adds to database
 - sends email reminders about trip payments
 - follows up with non-payment
- Evening of Jazz Chairperson
 - emails volunteers to collect baskets, desserts
 - coordinates kids to collect donations
 - sets up and tears down
 - publicity in LSJ, Enterprise and elsewhere (refer to publicity chair)
 - coordinate sandwich board
 - coordinate putting up posters around town
- Memorial Day Chairperson
 - emails volunteers to collect water, soda, individual desserts
 - sets up and tears down
 - publicity in LSJ, Enterprise and elsewhere (refer to publicity chair)
 - coordinate sandwich board
 - coordinate putting up posters around town
- All School Party Chairperson
 - email parents to collect 25 chaperones
 - buy food, drinks, candy, healthy snacks for sale
 - place parent volunteers in various parts of the school
 - keep contract of DJ and ensure payment from treasurer
- Can and Bottle Drive Chairperson
 - contact D&W to find open Saturday and consult with Ms. Kelsey
 - keep maps of Williamston
 - sign students in and out throughout the fundraiser
 - be at the event from 10am-3pm to monitor progress and collect money
- Other Fundraiser Chairperson
 - Bowl-a-thon, car wash, spaghetti dinner, plant sale, coffee sales
 - Find venue
 - consult with Ms. Stiehl and Ms. Kelsey about dates
 - Find parent and student volunteers to take care of collecting money, buying supplies, etc. and boosters can reimburse volunteers