



Wakefield HS Band Patrons

1325 S. Dinwiddie St.

Arlington, VA 22206

Minutes of the May 22, 2017 Meeting

Patron board members and director present for this executive board meeting.

President's Report

1. Spring Concert, Thursday, May 25 at 7 p.m., Wakefield High School Auditorium
 - a. Planned bake sale and hospitality
 - b. President to announce scholarships applications open to all grades.
 - c. Mr. Fisher to provide list of band camps and opportunities for scholarships and give copy to Secretary for copies with solicitation letter.
 - d. Secretary to make copies of letter request for scholarships to provide to parents at the concert.
 - e. Voting for next year's executive board members to take place.
 - f. Comments to focus on seniors.
2. End of year Band Awards Banquet, set for Tuesday, June 6 at 6:30 p.m.
 - a. Open to students and parents.
 - b. To be potluck, with sign up genius for sections to bring items
 - c. Announcement of scholarships
 - d. Presentation of awards to band members for the year.
3. Reading Session, set for Wednesday, June 7 at 7 p.m.
 - a. All WHS Band members and rising 9th graders from middle school to attend along with parents.
 - b. New WHS Band Patron board members to complete turnover to newly elected members at 6:30 pm prior to reading session.
 - c. Students will receive music for the next season to practice over the summer.
 - d. While students break into sections for sight reading, parents will attend the WHS Band Patrons meeting to get information for the next band year. FAQ's and contact information sheets for students and parents to be passed out.
4. Scholarship process
 - a. Mr. Fisher is still collecting applications until May 31 and will review with Band Patron's Board.
 - b. Selections will be announced at the Band Awards Banquet on June 6.
5. Jazz Café Feedback
 - a. Square tables were too big-recommend purchasing more small round tables. (Will purchase more for next year with excess funds).
 - b. Need new small, sturdy trays for the students to serve. (Will purchase for next year with excess funds).
 - c. Recommend drink station in the hallway and only water carafes on the tables.
 - d. Keep auction in the open hallway where it was, this worked great.
 - e. Add a station in the hallway with hummus, pita and veggies.

- f. Use the side hallway for food and drink staging and when ready, be brought into the black box by student servers.
 - g. Need signage to block off the student performer seating section.
 - h. Pre-make the “fancy mixed” (non-alcoholic) drinks in a pitcher for easier distribution.
 - i. List items in the baskets on the outside of the basket.
 - j. Have a large “waterproof” sign for the outside door entrance.
6. Volunteer positions for next year:
- a. Many positions have been filled on the sign up:
<http://www.signupgenius.com/go/70a084bada62ea31-volunteer>
 - b. Added additional position requested for Uniforms and updated Volunteer Coordinator to Sign-Up Genius Coordinator.
 - c. President to send out reminder to Patrons through charms for opportunities to help fill the few positions left.
7. Schedule for next year:
- a. Mr. Fisher is putting together a schedule and will provide with sight reading music.
 - b. District Assessment is March 16-17, 2018 with Wakefield hosting.
 - c. Possible Band Families Dinner/Cookout for Parents and new students on Friday, Aug 25 prior to Band Camp Showcase for the marching band.
 - d. Looking at Monday’s on a recurring basis for Band Patron meetings to keep them on a predictable schedule.

Treasurer update:

- 1. With Jazz Café profits, we have approximately \$2,500 in excess funds over our budgeted items (which included the \$2,000 in reserve for the beginning expenses in the new band year). This is great news!
- 2. Of these new funds, \$500.00 will be set aside for Drum Major camp to support 2 individuals to attend (with one being paid by school funds-Mr. Fisher checking), \$250.00 set aside for additional Jazz Café Tables and serving platters. \$250.00 provided to Gunston as a gift for their band due to their outstanding support of the Jazz Café. Mr. Fisher will provide options for the balance of funds identifying needed areas of purchase for the band (i.e. New band podium/s, percussion instruments and drumheads, sound system for band were among options).