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| **Attending;** Heidi Christopher (President), Anne Lawson (Secretary), Jodi Clingenpeel (Director), Bill McGlaughlin (Director), Brian Quakenbush (Director), Lisa McGlaughlin (Director), Dawn Bassant, Jim Bradshaw, Kim Bradshaw, Stephanie Key, Annette Kroll, Christa Underwood |

1. **Call to Order:** The meeting was called to order at 6:39 pm**.**  We had a quorum.
2. **Approval of Last Months' Meeting Minutes:** The minutes for January and February were reviewed. Jodi motioned that they be approved and Annette seconded the approval. All approved.

1. **Treasurer’s Report** –Kathy DeFalco was not able to attend and no report was presented. We discussed the need to change the fiscal year from July 1- June 30 to June 1 - May 31st. We will need to start writing checks for band camp as early as June 1st. The concern is that we don't know if we can change our tax year. Heidi will check the by-laws and ask Kathy again. In the meanwhile Heidi will send Kim a digital copy of the bylaws to check with central office about the tax year question.
2. **Director’s Report –**Brian noted that:

* We cancelled our plan to march at the Dogwood Festival parade on April 22nd since we presently have no place to practice.
* We are working on figuring out how to arrange for uniform fittings, storage, seamstresses, and alterations, and fit in color guard auditions before the end of the school year.
* The band numbers for next year look good. Brian has two classes of 8th graders and the numbers for 7th graders look good as well.
* Steve Spangler offered the marching band the track field for practices next year.
* Band camp for all marchers is the week of July 21st to the 26th and the pre-camp for new marchers is Wednesday and Thursday, July 17th and 18th. Camp will be held at Bogle field at the CSMS.
* The calendar on our band website, cavespringhsband.com, lists all dates for the football game.
* At the recent band assessment, our combined bands received superior ratings of 1, 1, and 2 on stage, and 1 on site reading. The CSMS bands also got superior ratings.
* April 3rd is the date of the jazz band assessment at CSMS.
* The committee for the Jazz Café met last week to review the café. The café was very successful and the volunteers were very much appreciated.
* Work is needed on the band truck, trailer, and gator.

**Old Business**

1. **Spring Fund Raiser:**
2. **Jazz Café**: We have documented all the steps taken to put on the Jazz Cafe in a checklist that will go in the Jazz Café book for the future coordinator. We have already decided on the guest for next year's café – Jon Metzger from Elon University. We agreed to pay St. John's Lutheran $100 for hosting the café again. Annette will write a thank you note to go with the check.
3. **The Blue Ridge Marathon**: we met our volunteer quota to make $1,000; we have 29 volunteers signed up to work between Thursday April 11th and Saturday April 13th.
4. **Burger in the Square**: We will host a fund raiser at Burger in the Square, May 14th, the day after the spring concert. We will insert a flier in the concert program to encourage attendees to support the fund raiser.
5. **Update on Nominations for Officers & Directors:**

* President – Kim Bradshaw
* Treasurer – Kathy Defalco
* Secretary – OPEN
* Directors - Jody Clinginpeel, Annette Kroll, Bill McGlaughlin, and Chad Jennings are staying on and Dawn Bassant is replacing Lisa McGlaughlin.
* Fruit Sales Coordinator – Stephanie Key
* Jazz Café Coordinator - OPEN

1. **Committee Updates:**

* **The Budget Committee** – Kathy DeFalco (Treasurer), Annette Kroll, Brian Quakenbush, and Heidi Christopher (President) will meet at the beginning of April. Heidi will check with Kathy to set a date before our next Booster meeting April 9th.
* **The Audit Committee** will meet after the budget committee and will work to complete the audit by July or August. Kim Bradshaw (incoming president) cannot work on the audit per instruction from Roanoke County Schools. Annette will check with Lisa Conroy, who has done audits before, to see if she can help.
* **Band Camp Committee**: Annette provided the following update:
  + Annette will use sign up genius again to solicit help for band camp. Stephanie will send her the list of activities on last year's sign up genius.
  + To date, Sara Cavicchio volunteered to help with lunches again and Debbie Ruffin said she would help at the camp in the mornings.
  + Jim offered to ensure that Annette and Brian get the keys and storage needed at the middle school location for band camp.
  + Kim scheduled Life Touch to take pictures at band camp on July 22nd. We may have them start at 8:30 am with the overall picture followed by individual shots. Brian will arrange the day to get it done (maybe have sectionals in the morning to allow time for the individual shots).
  + For the pictures, the color guard will wear the red sequins shirts with black leggings and the band will wear their pinned up uniforms. We'll send the uniforms for altering and dry cleaning after the pictures are taken.
  + We will need to give Steve Spangler a volunteer form that lists all the volunteers for marching band. To ensure we have everyone who may volunteer on the form, we will require parents to fill out a volunteer form during band camp registration.

**New Business**

1. **Band Truck**:

* Bill will make an appointment to service the truck, trailer, and gator for the following: the emergency brakes on trailer, the water pump and battery on the truck, and the electricity hook up on the gator.
* The truck is 18 years old and we may need to look at replacing it. We have $6,000 save for a new truck which is only about one third of what we need for a new one.
* We discussed options for getting a new truck at a discount, including asking a local car dealer for a reduced rate on a truck if we let them advertise on it. We need to consider whether we'd like Brian to send out a note letting parents know our need for a replacement and seeking their help in making connections to find an affordable option. Heidi will email Brian asking him how he'd like to approach this.

**Next Meeting:**  April 9th at 6:30

**Upcoming dates**

* **April 8th** – Jazz band at Hotel Roanoke
* **April 9th** – Band Booster Meeting 6:30pm
* **April 11th-13th**- Blue Ridge Marathon
* **April 15-19** - Spring Break
* **May 13th**- Spring Concert 7pm HVHS
* **May 14th** - Band Booster Meeting 6:30pm AND Burger in Square fundraiser
* **May 21st** -Jazz Concert at South County Library
* **May 22nd**- Graduation Ceremony

**Adjourned:** The meeting adjourned at 7:44 pm

*Minutes submitted by Anne Lawson*