

WESTERN BRANCH ORCHESTRA PARENT'S ASSOCIATION, INC. BOARD MEETING  
Thursday, September 17, 2015  
7:00 PM Western Branch High School Orchestra Room

**Attendees:**

Patty Grimes – President	Crystal Hastings – Uniform Coordinator
Kym Pool – Vice-President	Carol Ann Blair – Hospitality
Shawna Mustgrave – Treasurer	Jenny Osborne – Plant Sales
Kelley James – Secretary	Alicia Hurdle – Raffle Coordinator
Martin Glasco – Director WBHS	Becky Allen – Raffle Coordinator
Alice Glasco – Director WBMS	Lisa Short – Raffle Coordinator
Leah Rosenberg – Director JMS	Lisa Moorman – Member at Large

**BUDGET**

The budget for 2015-2016 was presented. Per Shawna, the budget ended two months early so there were some blank spaces. The budget year will now run from September to June like the PTAs. The line item Bad Debts was added as recommended from accountant. Per Shawna, Quickbooks is now being utilized and has been paid for 3 years. The system is much user friendly and has a built in checks and balance component. The proposed budget is balanced and was accepted.

**SPECIAL PROJECTS**

Per Martin, he was considering 3 projects to utilize extra funds:

- 1) Mark Wood, improvisational artist. Mr. Wood sends music and then does a clinic with students in preparation for a concert performance. Would sell tickets for performance.
- 2) Commission a piece of music with a theme to sell.
- 3) Record WBHS Orchestra and then accept donations from those who would like a copy of recordings (i.e. people at Sam's Club performances have inquired if there was something available of orchestra).

After discussing the three options, it was decided the improvisational artist was the most popular choice but concerns with the project were total cost as did not want to totally deplete extra funds in budget. Per Martin, he said he would continue his research to get all information of expenses for project and discussion of budget was tabled for next meeting. Per Patty, she would need to upload project to website to have 30 days publication notice.

**FUNDRAISING**

-Per Kym, Sam's Club tentative performance dates are: Nov. 20, 21, & 22 and Dec. 12 & 13. Per Martin, he would have a conflict with the Nov 21 date and it was discussed to have a student oversee conducting or scale down size of students performing. Per Kym, dates are flexible pending potential conflicts with special projects.

-Bingo can start September 26 and there will be up to 4 slots per family. Times will be 2 slots for 6 – 10 pm and 2 slots for 12 – 3 am. Kym received feedback that some volunteers were not working hard enough at selling tickets so volunteers need to

ensure they work and do a good job or may lose bingo as a fundraising opportunity. Per Patty, she will add to website to emphasize the importance of working hard so do not lose valuable fundraiser.

-Per Patty and Becky, the Paint Your Glass fundraiser was introduced. LK Custom Creations offers hand painted original pieces of artwork and has agreed to partner with WBPOA for fundraising. People can purchase personalized glassware and ornaments. Twenty percent of proceeds will go to WBO and parties can be booked individually with proceeds going directly to students account. After discussion, it was decided to launch fundraiser Oct 5 – 16 so it did not compete with the flower sales. The Oct 16 deadline will allow turn around time for items to be available Dec 15, in time for Christmas. The profit of 20% will be added to flier so parents know how much they may receive in proceeds.

-After discussion, it was decided to continue with the ham fundraiser, as it was the third most popular. Brown Sugar glazed and smoked flavors were chosen with deliver date of Dec. 15. Kym will check out details with contact at Smithfield.

### **JMS & WBMS DIRECTORS**

Directors will send dates for concerts and events for publication on website. Per Alice, she needs a printer to print flyers for students and board voted to purchase a printer. A Jolliff liaison is still needed.

### **PLANT SALES**

Per Jenny, prices for the flowers are the same. Delivery will be on Oct. 10 with drop off of flowers at 0630 and pick up time of 0830 – 1130. An order of 100 boxes of a dozen donuts from Krispy Kreme will be placed and the order can be modified within 48 hours. Per Jenny, she prefers adult helpers with flower distribution. A flier will be put on Peachjar and several members will distribute fliers.

### **HOSPITALITY**

Per Carol Ann, Senior Banquet will be June 10.

### **UNIFORMS**

The problem of some families having difficulty purchasing uniforms was discussed and the board decided to develop a contract to detail a payment plan for the purchase of uniforms, which will be overseen by Patty and Crystal. This will allow the directors to be able to relay the same information to families and refer them to the board so a payment plan can be developed for that family if necessary.

### **RAFFLES**

The raffle coordinators will work out a schedule amongst themselves once concert dates have been posted. Each school should have their own board for raffle advertisement.

### **PRESIDENT'S REPORT**

Per Patty, send her any forms that would like to be uploaded on the website. After discussion, it was decided that Patty will add a link to the website to enable people

to order WB orchestra items as well as other personalized apparel items for other WB activities. The Sponsor webpage is currently blank and will remain that way for now as mostly utilized for the New York trip.

-Homecoming is Oct 23 and the trailer for the float will be kept at Lisa Moorman's home. A thank you letter for the owner of the trailer will be given.

**WBHS DIRECTOR**

Per Martin, the freshman trip will be to Baltimore. For the 10<sup>th</sup> graders and zero bell, three sites are being considered:

- 1) Myrtle Beach has a Festival of Gold that will occur during Spring Break.
- 2) Nashville would be a great place for music and has Dollywood for an activity.
- 3) Boston more than likely will become too expensive.

Per Martin, he is leaning towards Nashville but will need to do some more research to make a final decision.

The next meeting is scheduled for Thursday, October 15, 2015 at the WBHS Orchestra Room.

The meeting was adjourned at 9:15pm.

Respectfully submitted,  
Kelley James, WBOPA Secretary