

Mansfield Band Parents Association, Inc.
Monthly Meeting Minutes - Tuesday, August 14, 2018
Attendees

Sandra Conley, Nancy LeBlanc, Michael Morley, Dianna Dolan, Siobhan McDonald, Jill Kearney, Mike Robinson, Chris Brundige, John Perry, Alison Perry, Michelle Fine, Rob Corlito, Ernesto Schirmacher, Mark Giambanco, Kelley Giambanco, Matt O'Neill, Jackie Newcomb, Carol Penney, MaryBeth Kennedy,
& Eunice James-Scott
Meeting started at 6:55 PM

Treasurer's Report:

- Jill Kearney, Michelle Fine, and Jackie Newcomb will be getting together this week to purchase Quickbooks for the MBPA student accounts as well as any other financial documents we need to keep track of and present to the Association. This package will only cost us \$50 a year and will take the treasurer only 15 minutes a month to put together rather than 4-5 in which in which it takes now in Google spreadsheets. This will also allow the financial documents to be scanned and saved electronically rather than storing all the hard copies in a box.
- We did not spend much for the month of July. Matt was away most of the month with the Spartans so he did not spend any of his budget in this month to report.
- We did receive a check from Gillette for events that we worked in the spring and early summer of this year.
- We have paid half of the invoice for the color guard costumes.
- We gave Matt O'Neill an advance of \$500 for supplies for the marching band props. He has only spent around \$250 and anticipates the final bill to be around \$350 when completed.

President Report:

- Carol Penney will send out a Certificate to the Family who gave the generous donation of the marching band hats that were just given out this week at band camp. They are also entitled to a couple other items according to our sponsorship formal letter like their logo placed on our website. How do we go about getting these items taken care of? Mansfield Bank is another example of a sponsor that has given a generous donation to us that are entitled to a couple of items as well. Jill Kearney will look into completing the Mansfield Bank gifts for their donation.

Band Director's Report:

- Band Camp is well under way right now with our second day here already.
- Our Metlife trip was approved which will be held on Veterans Day weekend! Laurie is helping Matt with logistics regarding this trip like hotel, bussing and what shows will be available. Details will be given soon.
- The performance calendar for the marching band season is now on the google calendar. We finish up our season on November 14th, with our last game on Thanksgiving Day here at home.
- When traveling to competitions this year we should only need one rental truck.
- Copyrights are all set, as Matt has been working with Michelle Fine on them.

Secretary Report:

- Gillette is one of our biggest fundraisers. So far we have had all of our events filled. Sometimes it is not until the last minute. Asking that people try to visit the sign up genius and donate their time for an event to help out so we can get to our goal of over \$45K! If we don't fill our booth, we lose money.
- Kim O'Neill has been making items like glasses, coffee mugs, trash barrels, cutting boards, candy jars, and much more with Mansfield logos on them. A website has been made for us to sell them to the public, or we can just sell them at events like concerts, football games, or parent-teacher conferences.

Fundraising

- Restaurant Fundraiser
We are looking for someone to take over for the year 2018-2019. Dianna Dolan said she would like to help with this fundraiser. The first one will start in September.
- Mattress Fundraiser
We had a great parent/student meeting with Jack Isaacs from the Mattress fundraising. The event takes place on August 26th. We basically need to get the word out any way we can. From Facebook, the signs on our lawns, or by passing out flyers to friends and family. On the day of the event we will not need any parents but a handful of students to help outside by the sidewalk get people to come in and shop for mattresses! Nancy LeBlanc and Jackie Newcomb will purchase some balloons for the front of the High School to place with the signs for recognition of where the sale is taking place
- Pasta Fundraiser
Kim O'Neill had some information on a pasta fundraiser where we could sell pasta for around \$6.00 a box and receive 40% of the profit.
- Yankee Candle
Yankee Candle is back. We are now taking online orders until January 9th, 2019. If you order online you will receive your order at home. Catalog orders will be available in October for a 2 week span. Those orders will be delivered to the school. We will receive 40% profit of all orders.
- Comedy Show Fundraiser
We will be having this again this year in the early winter. It will take place at the Mansfield Elks again with the maximum number of 120 guests. We will have a cash bar available as well as snacks that will be provided. We are looking to book one of three dates, 11/2, 12/1, or 12/8.
- Summer Band Camp Shirts
We received a check for \$165.00 from Ink'd for the camp t-shirts. This was due to the small profit we made off of each shirt
- Paw Sox Game
We received a check for \$135.00 from the Paw Sox for the 27 tickets that were purchased in July. We got \$5.00 of each ticket purchased.

By Laws

- A copy of the bylaws are attached and were given out at the meeting for the members to review for the next month. The board members got together and made suggestions in RED and legal changes in BLUE. Please review them as we will be voting on all these changes at the September meeting. If you have any questions or suggestions, please email the Secretary, Kelley Giambanco at kagiambanco@msn.com before September 4th.
- Meeting adjourned at 8:30
- Next meeting will be Wednesday, September 5th at 7:00 pm in the choir room

