

**Mansfield Band Parents Association, Inc.**  
**Monthly Meeting Minutes – Wednesday, September 5th, 2018**

Attendees:

Jim Leonard, Nancy LeBlanc, Diana Dolan, Kelley Giambanco, Mark Giambanco, Matt O'Neill, Kim O'Neill, Chris Brundige, Matt McGuire, MaryBeth Kennedy, Jackie Newcomb, Sonta Jakubenas, Michelle Fine, Eunice James-Scott, Susan Graf, Siobhan McDonald, Carol Penney

Meeting Started at 7:05 pm

Treasurer's Report:

- Jackie and Michelle put all the students accounts into Quickbooks as well as all tax information with Jill Kearney's help this month. This took countless hours, but they are just about done with the process.
- Through Quickbooks, we will now be able to accept credit card payments, but will lose a 3.4% surcharge every time one is made.
- With the new Quickbooks program, the treasurer will be able to send invoices directly to families so they can pay directly through the website if they choose.
- We received \$2500.00 in student credits this month.
- We also received \$3.00 in overpayments from a student that will be credited to our account.
- The 34 students that ordered garments bags will get a credit of \$10 each as the garments bags only cost \$10 and they were charged \$20. They can use this credit toward future trips or items they will need for the program.
- There are 2 students no longer in the program in which we they had \$39 in credits still left over. We will add those back into our account.
- We have received \$37.40 from Amazon Smile so far this year.
- The band camp shirts brought in a total of \$165.00 in profits.
- The PawSox game brought in a total of \$130.00 in profits.
- We have received so far this fiscal year \$10,000.00 from Gillette, but are anticipating \$16,000.00 for all the events that were worked from July and August.
- Jackie made a deposit for the hotel as well as the registration fee for the Metlife trip. Mrs.Pepicelli went ahead and purchased all the tickets for the Broadway show as well which will be announced at the Metlife meeting.
- As of today, there is \$34,000.00 in the bank.

Band Director Update:

- First football game is on September 14th. The students will not be performing the field show, but will be playing in the stands.
- They are  $\frac{3}{4}$  of the way through the show so far and hope to be finished by this weekend.
- September 22nd is the first competition and then every weekend following.
- Mr. McGuire gave out the marching band syllabus in class this week, and will be sending home permission slips, a medical form, a new concussion form, these will all need to be signed and returned.

- The Big E is scheduled to be on September 20th. Matt is waiting for it to be approved by the administration.
- Parent meeting is scheduled on September 17th for the Metlife trip.
- This will be the last year doing the mattress sale. It brought in \$2000.00 but Matt missed a lot of events to be present for 2 days of set up and during while very few parents were available to help. We will put it on hold for a couple of years but we will need to find other ways to make up for this money. We may need to add on a couple more Gillette events next year like the whole Lacrosse weekend.
- The Hampton Inn is where we will be staying this year for the Metlife trip this year. Prices for rooms will be \$135.00. More information will be given out at the meeting.

#### Fundraising:

- Sponsorship
  - Nancy LeBlanc, Jackie Newcomb, and MaryBeth Kennedy, formed a sponsorship committee and met several times this summer to come up with some great ideas and the best ways to improve the process for obtaining sponsors fairly and to show students how approach businesses.
  - They created a new folding brochure, a new sponsor list consisting of 450 sponsors, and a video which will be shown at the guard and percussion meeting. This video will be added to our MBPA page for students to visit if they need help when visiting their perspective sponsors.
  - MaryBeth Kennedy will be creating a paper just for family and friends for the Rehearse a thon day so families can still support the band like they did in the past but they can also have the option to have some of the new perks as well.
- Restaurant Fundraiser
  - Dianna Dolan set up our monthly restaurant fundraising for the rest of this year.
    - ☐ September 19th - 99 restaurant-we will be selling our Mansfield Signature glassware as well
    - ☐ October 17th - Bertucci's
    - ☐ November 14th - Papa Gino's
    - ☐ December 11th - Jake N Joe's

She is still working with Hanger 12, Dairy Queen, and Flint Farm.

- Comedy Night
  - Nancy is still waiting to lock in a date for this night. This will be held at the Elks in Mansfield. Date will be determined by the next meeting.
- Yankee Candle

- Online sales are now available and will be until January 9th 2019. Catalog sales will be available for 2 weeks in October. Online sales will be delivered directly to houses. Catalog sales go directly to the school. 40% of each sale go toward the school.
- Marching Band Uniforms
  - Kelley and Carol wanted to thank all the moms that helped with the uniform fittings during band camp. It made it so much easier to fit the students as we only had 11 uniforms that needed repair instead of over 50. Also thank you to the couple of band parents, Kerri Schlager and Gabriela Torres for hemming the couple that needed work.
- Scrip Program
  - Mary Dalton will help us continue the scrip gift card program. We would really like to place orders throughout the year especially now with the holidays approaching as well as set up our online reloadable sales account.
- By laws Amendment Vote
  - Jackie Newcomb motioned to hold the voting on the by law changes due to pending of the new reports in Quickbooks that are still being done, as well as adjusting the language for student credit use. Jackie Newcomb motioned not to vote at the September meeting, Siobhan McDonald seconded it, and all were in favor, there were not abstentions, the vote passed.

The meeting adjourned at 8:22

The next meeting will be on Wednesday, October 3, 2018