

**MINUTES**

**Oak Bay Band Parents' Association (OBBPA)**

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| <b>Date</b>              | March 1, 2016   |  |
| <b>Time</b>              | 7:00 p.m. – 8:30 p.m.   |  |
| <b>Location</b>          | Band Room   |  |
| <b>Executive Present</b> | Ross Curtis (President), Marianne Kettlewell (Secretary), Stuart Restall (Treasurer), Loraine Curtis (Director at Large), Tyler Hodgins (Director at Large), Jeff Weaver (Band Director), Leslie Lancaster (Director of Communications), Clare Anderson (Director at Large), Jennifer Russell<br><b>Regrets:</b> Dave Shand   |  |
| <b>#</b>                 | <b>ITEMS</b>  | <b>ACTIONS</b>   |
| <b>1.0</b>               | <b>REVIEW OF AGENDA</b><br><b>Motion to Adopt.</b> Ross Motion to adopt Clare Anderson/Tyler Hodgins/Carried.   |  |
| <b>2.0</b>               | <b>REVIEW OF MINUTES</b><br>Ross Curtis reviewed the minutes from the January meeting.<br><b>Motion to Adopt.</b> Stuart Restall/Tyler Hodgins/Carried  |  |
| <b>3.0</b>               | <b>OFFICERS REPORTS</b>   |  |
| <b>3.1</b>               | <p><b>Band Leader's Report – Jeff Weaver</b></p> <p><b>Band Fest</b></p> <ul style="list-style-type: none"> <li>- Grade 9s will be dismissed from UVic at 3 to walk home</li> <li>- Saves us almost \$1000 to dismiss from there</li> <li>- Junior and Senior Band to perform</li> </ul> <p><b>Tuesday, April 5: Hermann's Jazz Club</b></p> <ul style="list-style-type: none"> <li>- Details and date TBC</li> <li>- Both jazz bands and R&amp; B will perform</li> </ul> <p><b>Band Wear:</b></p> <ul style="list-style-type: none"> <li>- kids want socks (very popular and very expensive)</li> <li>- Jeff showed us band wear samples (Out of the Blue)</li> <li>- Out of the Blue (bandwear) : Hoodies \$29.50; sweat pants \$24; long sleeved t-shirts \$14; t-shirts \$12.50 (our prices)</li> <li>- Should we price them so that we can make profit to offset cost of uniforms?</li> </ul> <p><b>Uniforms:</b></p> <ul style="list-style-type: none"> <li>- Out of the Blue: dress shirts \$21.50 (no matching black dress pants)</li> <li>- Cambridge: Black pants: \$54; shirts \$38; socks \$12; blazers \$145 (lighter fabric); 165 under 100; ties \$24 (over 100); \$24 under 100</li> </ul> <p><b>Suggestion:</b> nominal rental fee for instruments owned by the school. Students are borrowing expensive instruments and are taking them home. A nominal rental fee would offset any potential repairs</p> <p>Motion to Accept Jeff's Report: Leslie Lancaster/Loraine Curtis/carried</p> | <p>Action: Jeff will confirm date</p> <p>Action: Council will discuss this further at next meeting</p> <p>Action: Jeff will investigate the jacket options (ie. are lightweight more expensive?)</p> <p>Action: tabled for future discussion</p> |
| <b>3.2</b>               | <p><b>President's Report – Ross Curtis</b></p> <ul style="list-style-type: none"> <li>- nothing to report</li> </ul>  |  |

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| 3.3 | <b>Treasurer's Report – Stuart Restall</b> <ul style="list-style-type: none"> <li>- Thriftys \$1232 YTD (Oct – now)</li> <li>- Reviewed financial statement</li> <li>- Need to update student accounts list</li> </ul> <p>Motion to accept Financial Statement: Leslie/Jennifer/carried <b>Treasurer's Report</b></p>  |   |
| 3.4 | <b>Secretary's Report – Marianne Kettlewell</b> <ul style="list-style-type: none"> <li>- Jeff needs pdf of minutes to put on website; make sure everything is shared on Google Docs</li> </ul>   | Action: Marianne will send minutes to Jeff for website as pdf and update Google Docs list   |
| 3.5 | <b>Communication Director's Report – Leslie Lancaster</b> <ul style="list-style-type: none"> <li>- Nothing to report</li> </ul>  |   |
| 4.0 | <b>OLD BUSINESS</b>  |   |
| 4.1 | <b>Fundraising Reports</b> <ul style="list-style-type: none"> <li>- <b>Purdys (Tyler):</b> \$1629.61 Easter Purdys</li> </ul>  |   |
| 5.0 | <b>NEW BUSINESS</b>  |   |
| 5.1 | <b>Uniforms</b><br>Leslie and Jennifer to look at list; trying to update jacket sizes, but the list is incomplete, so we will need to update the list in June when jackets come in. <ul style="list-style-type: none"> <li>- Rough estimates counted: 104 students 10, 11, 12</li> <li>- 169 total band students</li> <li>- <b>We need:</b> 40 ties (\$980); 35 jackets (\$5775)</li> <li>- Need to determine how long jackets will take to come in</li> <li>- Suggested uniform maintenance fees: Grades 10-12: \$30-40; Grade 9 \$20</li> </ul> <p><b>Suggestion:</b> we let parents know what the fundraising is for – uniforms have broad appeal as they are for everyone in the band (our goal: \$8000)</p> <ul style="list-style-type: none"> <li>- along with concert reminder, let's add some photos and a push for fundraising</li> </ul> | Action: Jeff will find out how long the jackets will take to come in<br><br>Action: Ross will advertise fundraising goals and purchases at next concert |
| 6.0 | <b>ADJOURN MEETING Jeff Weaver/Leslie Lancaster/Carried. 8:30pm</b> <ul style="list-style-type: none"> <li>- Next meeting: April 5, 2016 7pm in the Band Room</li> </ul>   |   |