



Lake Braddock Orchestra Boosters, Inc.

Lake Braddock Secondary School
9200 Burke Lake Road
Burke, VA 22015
Lake Braddock Orchestra Boosters
Board Meeting Minutes



November 16, 2022—700pm-800pm In-person (Recorded for minutes purposes only)

Present: Board members: Bob Gaylord, Suzie Bousquet, Annette Barger, Zahra Safavian, Tina Kim, William Robare, Director Austin Isaac, Director Austin Johnson, Director Clayton Allen, Associate Principal Teri Hampton.

President: Call to order at 7:01 p.m., November 16, 2022. Met in LBSS Community room.

Secretary's Report: October minutes were updated and approved and will be published to the website.

Treasurer's Report: October highlights: Membership donations, Spirit wear sales, bake sales. Expenses paid include conference fees for Mr. Isaac's travel, spirit wear invoices (\$1300), CPA payment (\$500). Tina was in touch with state corporation commission; tax return was filed for 2022. Updated annual report. Donation check from 3M is still on the way. Middle school Snap Raise access needs to be added for Tina. President gave update on tax liability—he sent reasonable cause letter.

Vice President's Report: MS and HS concerts were successful, as well as bake sale.

Director's report:

Mr. Isaac: Austin Johnson from Ravensworth ES is here to update on upcoming Strings Open House. 4 students were accepted and participated in Senior Regional Orchestra. Snap Raise: HS is at \$10,000. \$8000 gross.

Mr. Allen: Fall concerts successful. Junior District Orchestra auditions: 21 members accepted. Snap Raise total for MS is at \$2000. Letter from Dr. Reed regarding NAFME performance. Recap on NYC trip: 146 kids, 38 chaperones. Ten kids were financially sponsored to attend the trip, \$3280. \$53,000 total cost. Upcoming orchestra holiday parties: signup genius should go out for 2 volunteers per class. Tri-M Music National Honors Society: First meeting/induction soon. Mr. Allen volunteered to be faculty sponsor. High School Musical in JAN "Into the Woods." Mr. Allen will go on military duty the week before winter break. Question about number of field trip participants. 148 field trip attendees out of 152 total kids in MS program.

Mr. Johnson: Strings Open House on December 10 from 10-12pm, includes 3rd graders and 4-6th grade strings students. They will bring in 10 vendors including Instrument rentals, private lessons studios. 20-minute holiday performance by HS orchestra, scavenger hunt, instrument petting zoo, intro to LB Orchestra program. A few LBOB volunteers are needed. We should have spirit wear table. Orchestra side by side with HS. We will ask parents to donate refreshments, no bake sale. SignUpGenius for donated refreshments. Google signup form went out to Elementary students. Board agrees to support, Zahra agrees to head up this event. This is on a Saturday but the school should be open for sports, no custodial cost.

Volunteer Coordinator: For HS winter concert volunteer numbers, we will stay at one volunteer per room. Zahra will send sign up before Thanksgiving.

Membership: We need to make sure booster members are listed in program. There were a few members not listed on program and they weren't happy. Bill will help Jason ensure members are cross referenced between Square, PayPal, checks. Printed concert program contact: Marie Sullivan.

Attire: Jackie says we need black masks. Zahra will donate bulk black masks.

Spirit Wear: Good sales at MS and HS concerts: \$723 for middle school, \$362 for high school. We could use another order of beanies which are popular—these could work for younger kids too. After



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HS t-shirt design contest, we can use the design to order hoodies. Annette should email the board with potential spirit wear order, ask for any objection, then cleared to order.

New Business:

Move to purchase new straight 10 x 10 canopy: up to \$200. Ms. Hampton will look into vendor LB uses for potential LBOB branding. Funding will come out of contingency budget. President will email board with cost of canopy and move from there.

Very successful bake sale, many volunteers, Need to order new coffee maker. Need to increase membership still— we are short \$3600 in membership. Ms. Hampton has idea to add membership QR code in program to make more accessible. Zahra will email QR code, and it will get added to printed concert programs.