



Lake Braddock Orchestra Boosters, Inc.

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



August 5, 2024—700pm-800pm Virtual (Recorded for minutes purposes only)

Present: Zahra Safavian, James Don, Jackie Li, Annette Barger, Austin Isaac, Diana Chou, Al Bradley, Roger Hughlett

President:

Membership meeting: Cafeteria booked for Tues 8/13 at 6-8, set up at 5. Austin will check on reservation. Order pizza, talk about orchestra programs, Booster, sign up for membership. Have printed forms ready and on posted on website beforehand. Present budget and vote and approve budget. Cut time- has it been set up? Austin imported student data but still needs to import 7th graders. Austin will update. Will get logins for Zahra and Diana. We should check in storage to see what our supplies are. Plates, cups, napkins. Advertising on Facebook. Jackie is admin on Class of 2026 and 2029 parent pages and can post. Zahra will add Roger to LBOB Facebook group, and he will take over. Roger can create an event . Create signup genius for headcount for membership meeting. Annette can order pizza. Austin will contact student leadership board to help out. Zahra will coordinate with Al. Business cards in bin in the locker room. Papajohns throws in free plates and napkins and the Burke Papajohns has a deal for Lake Braddock.

Bruin Blast: will have a table in front of the gym. Candy for orchestra rooms and at the table to encourage kids to stop by. Can anyone make it to Bruin Blast on August 15? Middle school 10-12, high school 1-3. Roger can be there. Spirit wear? There are Square readers that work for Android and iPhone. Problem is Verizon reception is not great. Annette will look into off-line sales via Square. Cash and PayPal will work regardless. Will need cashbox. Someone will meet up with Jackie to get cashbox.

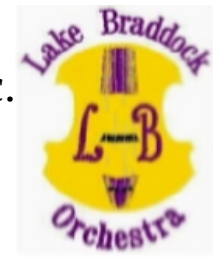
Director Mr. Isaac's report: Inventory of locker room items. Need to clean out. We will be in Friday-could someone come meet us to help clean it up? Would like to get Christmas tree storage bags to store cello cases.

Budget: Membership donations was set at a more reasonable \$5000. Austin let us know that Snapraise was not approved by Fairfax County. Will reapply for approval in September. It's possible to start contract approval process for 99 Pledges, a different program which is similar to Snapraise. It could take a few months and possibly not get approved. Not sure if he wants to start this and then be looking at possible Snapraise approval. Snapraise budget line is up in the air since it's not approved yet. Fundraiser is usually in October. But we could adjust if needed. Don't want to do too late as the money needs to be spent within the school year. Comfortable with leaving amount at \$15,000? Consensus to leave it at that amount. Bake sales \$5000. Expenses are pretty straightforward. Removed accounting fee line since IRS issue was resolved. VMEA performance trip for Symphony in Norfolk, VA. Also stop at VCU. Booster funds pay for programs, marketing, transportation, some meals. Students pay for some on their own. Trip and uniform assistance is less since we don't have uniforms and just do concert black. We do purchase socks, hosiery, so \$200 to cover that. Welcome party \$550 for pizza, sodas. Bruin Blast \$100 for candy. End of year picnic will be in cafeteria instead of Accotink, which will be a big savings and no chance of rain out.



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Travel and Training: Austin and Diana will both go to Midwest, VMEA, Nafme membership.
Equipment purchase: 10 cello chairs, and will get 10 more. With Snapraise up in the air, Austin will hold off on buying more. We can assess and re-vote mid year. Supplies for Directors and Boosters: flowers, Square readers, bins for supplies, website hosting. Starting year with approx. \$48,000. We will be spending more than we are bringing in, so that will leave us with \$30,465.48 at end of the year. Zahra calls for a vote to approve budget. James seconds. All approve. Zahra will put out packet including calendar. Board meetings: everybody good with Wednesdays at 7? Yes. Board meetings will be included on calendar. Mix of in-person and virtual, depending on situation. Zahra will reach out to Julie Moore to schedule in-person meetings.

New Business: Request to implement a statement about social events being for students and immediate families only. How would this be enforced? Putting it in writing is the first step. Could be added to the signup genius and email as a disclaimer. Include Lindsey Kearns and Teri Hampton in communication.

Mrs. Chou's appointment as MS director hasn't be announced yet. Austin will follow up with Teri. Once announcement is made, Zahra can add to the orchestra website.

On 8/15/24 LBOB hosted a back-to-school pizza party/membership meeting. Printed budget reports were handed out and President presented budget to parents. A motion was made to approve the budget, someone seconded, and all voted unanimously to approve the budget.