

Jacobs High School MUSIC BOOSTERS

General Meeting Minutes - January 11, 2022, 6:30 pm, Zoom

Attendance (registrants):

Linda Blackman, President Lisa Devona, Vice-President Amy Robinson, Treasurer Holly Stumpf, Secretary Terry Foster, Orchestra Director Emma Placzkowski, Administration Dawn Quast, Choir VP Dawn Bauman, Band VP	Janet May, 50/50 Chair Laura McMahon, Craft Fair Chair Cherie Fiedler Julie Georgiadis Christie Follett Laura Thiesse Rebecca Hansen Elvira Rivera Tania Gonzalez
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I. Call to Order

II. Approval of Agenda - Motion made by Dawn Quast, seconded by Lisa Devona

III. President's Report - Linda Blackman

A. Concert attire - final items shipping now. Cousins is working on changes for next year, when they may collect direct payments from families, and are also considering shipping items directly to families.

B. Lisa Devona has been appointed by the Executive Board to fill the VP position for the remainder of the year.

C. Open Positions for next year - all major offices & committee chair positions are open next year. We need involvement from new parents of this year's freshman and sophomores. There is an involvement requirement for the President position, and there are no parents of freshman or sophomores who have been involved this year to run for the President position. Linda can serve as president for one more year per the bylaws limit of three years. It would be ideal to have someone serve as VP next year who will be willing to volunteer to be the president for the year after that. It is not recommended to have a parent of a senior serve as president.

D. Recruiting new parents to the organization - there is a Signup link that will be included in the Daily Announcements for parents to indicate interest. There are two meetings remaining for this year. We need nominees in time for the March 15 meeting, and we vote on the new board members in the April 12 meeting.

E. Pops - February 24

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1. Performance Schedules - We are in need of the performance schedules from the music directors so we can make a decision about whether or not we can staff the 50/50 raffle and not have any parents at risk of missing their child's performances. We need at least two weeks advance time for the village to process the permit request for the 50/50 raffle. We also cannot begin to sign up parent volunteers for the event until the performance schedule is available.

2. Raffle items - we are asking parents to donate prepared gift baskets to include in the raffle. The signup will also have a spot for parents to indicate interest in donating raffle gifts.

IV. Treasurer's Report - Amy Robinson

Shared Statement of Activity and Statement of Financial Position. We have brought in \$13k, and \$5k of that is income that we will keep. Our balance is \$66k in cash, but the concert attire invoices still need to be paid, which is approximately \$9k.

We are making progress with spending money to benefit the music programs per our charter. It is important that as a school booster, we have a regular cash flow out to benefit the programs we support. Our fundraising income has been steady, so we should work to have funds going out to benefit the music program as well.

V. Business

A. Funding for purchase of keyboards and related equipment for practice rooms - We previously released \$5000 per the budget, and the executive board voted to release another \$2000 per the bylaws. The remaining balance of \$789.88 must be approved by a vote in a membership meeting. Motion made by Lisa Devona, seconded by Dawn Bauman. All who voted were yay, zero nay. The remaining funds are released.

B. Discussion of practice room doors contribution - \$10k in the budget can be released without a vote. We have the funds to proceed with making this contribution this year.

C. Spirit Wear - The Choir design has been submitted already. Orchestra will use a premade logo and work on getting a slogan approved, and will submit to Linda. It is unknown if Band will submit a design. Once the design is received for Orchestra, Linda will set up a team shop with BSN.

VI. Director Reports

A. Orchestra - Terry Foster - All festivals have been cancelled. Continuing with graduation, solo and ensemble contests.

B. Band - Anthony Gnutek - not present

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C. Choir - Jennifer Parker - not present

VII. VP Reports

A. Orchestra - none

B. Band - Dawn Bauman

- We need to pay dry cleaners for marching band uniforms.
- The Allegiance Color Guard competition will be hosted at Jacobs on February 5, and Boosters will sell concessions. The event runs from Noon – 9pm, and we need volunteers to work 3 hour shifts. We are requesting Tri-M volunteers, 2-3 kids per shift, and parents. The menu has been approved, and we will not sell hot dogs or bagels & cream cheese. We will be working from the Eagles' Nest with limited space. We need to shop for some food & estimate the amount to order. We are expecting 700 participants & staff plus 1000 spectators.

C. Choir - Dawn Quast

Dawn Q and Lisa have purchased some items that are needed for the musical – mostly props and costumes. They and other parent volunteers have made some out of pocket purchases for the musical and need to be reimbursed. Per Amy, if spending falls within budget categories, it does not need to be voted on; Jen should submit a written request for reimbursement. Amy needs to know how much has been spent out of pocket by parent volunteers, and noted that in order to make sure expenses can be reimbursed, we need to have requests in advance of the purchases being made. Dawn will ask Jen to submit a ballpark estimate to Amy so the out of pocket costs can be reimbursed as long as they don't exceed what is in the budget for that category. Amy will check to see if anything was spent for Madrigals under the "costume" category.

VIII. Questions

We briefly discussed the budget structure for next year, and including separate line items for Madrigals and Musical expenses to make approvals simpler.

IX. Adjournment

Motion made by Janet May, seconded by Dawn Quast