

South Salem High Music Booster Minutes **Monday, June 10th, 2019**

Attendees: Damian Berdakin, Michael Morter, Jodi Trammel, Sarah Cutler, Tiffany Hamilton, Ben Stokes, Terri Crall, Lisa Udland, Kari Clawson

Welcome: The meeting began in the SSSH choir room at 6:35 PM

Director's Reports: **Ben:** all directors felt we had a successful graduation. He is proposing 2 very small trips, a wind ensemble retreat at a facility in Oregon, 1-2 nights, suspect total to include meals would be \$100 per student. And then a jazz band trip to Tacoma, participate in a Spring Jazz Festival at the beginning of Spring Break, stay just one night, hopes to carpool.

Damian: already starting to prep for next school year, also proposing 2 inexpensive trips: a retreat for chamber orchestra, staying at a 4H center for 2 days, expect cost including meals to be about \$75-90 per student. Considering replacing the WOU festival and going to a festival in Bend, taking the symphony and chamber orchestra, with an overnight stay.

Update on concerts in the Rose Auditorium: We will not be able to use the Rose after December, so there will be at least 2 concerts for each of our ensembles that we will need to find another location for. The directors will let us know if we need to coordinate volunteers to help pack/move items to storage.

Treasurer's Report : This summer, our treasurers will close every student's balance, the students with credit on their account will have that applied to next year's accounts, the students who owe money may go to \$0, with director's permission on each individual, the treasurers hoping to meet with each director to discuss any unusual circumstances in which it is best to continue the balance owed on each account. Suggestions for next year in an effort to work towards having a budget for each director and taking care of that budget. For programs requiring Fair Share: Charge each student at the beginning of the school year, send statements (email, snail mail) throughout the fall, but if we haven't received payment by January, assume the students will not pay into Fair Share that year and give directors each a budget based on how the books look at that time. Treasurers have also stated that scholarships awarded to students should be done by October 1st, enabling the treasurers to have a more accurate budget, and a prediction of money coming in. It might also be easier to have an accounts manager for each group—1 for choir, 1 for band and 1 for orchestra.

Income from May concerts: Choir--\$740, Orchestra--\$596, Band--\$315.50.

Admin fund: we use to pay for taxes, bookkeeper, copy machine, support the fundraisers, such as order forms, flyers, etc. , We earn money from Gold Card sales.

Charms report: contract has been renewed for 3 more years, costing \$1095. We can consider if we want to continue with CHARMS. Some schools have used "Cut-Time" which is associated with JW Pepper. Damian shared that there are many other applications in CHARMS that we are not using which may be helpful in the future. There is even an Online Store—we may want to sell items thru that store, even Gold Cards...or tickets to concerts. What we like about CHARMS: transparency for parents with student earnings, expenses, communication to students and parents. But the financial statements are difficult for parents to read via email.

Upcoming business: Fundraisers: Some have chairs that will continue on.

Music Day---Charissa Leggitt will continue. we already are working on recruiting drivers

Pies: Melanie Stones and Kerry Drum will continue but we need to recruit parent volunteers for distribution of pies—usually held the week before Thanksgiving. We as a board can also help with counting the money coming in from pie sales.

Valentines Day Chocolates: Susan McLoughlin will continue.

Art Fair: Rusty Rock will do this summer but is looking for a parent to train for 2020 and beyond.

(Michael will try to reach out to Rusty)

So....we will need fundraising chairs for:

Holiday Wreaths/Poinsettias/Greenery→ Lisa Holliday (lisa.holliday@comcast.net) has volunteered to shadow Jodi and take over this fundraiser.

Hardy Plant Sale in Portland→ Allycia Weathers can do 2019, but needs a person to shadow her to learn how to do it for 2020 and beyond.

Hanging Flower Baskets→Kari Clawson has volunteered if no one else will.

Art Fair 2020 and beyond→ ????? Kari Clawson suggested we decline this summer 2019, the program does not make much for the amount of parent involvement. Rusty Rock has been very generous to donate 3.5 days working the Art Fair with no earnings so our students have the opportunity to make more money individually. Sarah Cutler said only 12 students participated 2018. Jodi checked and the money we earned last year was \$2111.00 including tips.

Spring Jazz Auction—Kate Bailey email: bkrbcbaily@comcast.net has volunteered to chair this event, earnings go to choir?? Music boosters is not in charge of this event but the auction sometimes need our help

Gold Card—Ann Little has done this for us for many years but is now taking on responsibility for president, I forgot to ask her if she wants to continue for this year, regardless we need to train someone for when Ann “graduates”

Upbeat: September 9th, 2019...consider having a table for each fundraiser in order to recruit parent support. and really work on recruiting parent volunteers during Upbeat.

Summer Strings and South Area Middle School Band Camps: Can we ask for recognition for SSHS MB Treasurers and directors because of the support that we provide? John Harris-Clippinger already verbally recognizes us, will add to program—maybe we can get more parent volunteers this way?

Will’s proposal for Formal Business Sponsorship Letter: pending, more info to come

Items requiring our vote:

April minutes

May minutes

June minutes

Allowing our 2nd treasurer to vote? This will give us an even number of voting members, which hopefully will not be a problem in the future. It will allow us to hopefully have enough Board Members to vote at each meeting. We will need to amend the bylaws if this is approved.

Suspending the gold card for school years: 2019-2020 and 2020-2021. Only ½ of our concerts will be in the Rose for school year 2019-2020. This will affect our Admin Fund. OR, can we push sales of the Gold Card even if it only covers concerts in the Rose, as this is our biggest fundraiser for administration (general program) expenses?

Elections for Board Members: will be held at a future meeting, we have some volunteers, such as Ann Little for President, Kerry Drum for Vice President, Kari Clawson for secretary, Terri Crall for Quickbooks Treasurer and Lisa Udland for CHARMS Treasurer, we are hoping Dana McLoughlin to continue as orchestra and Hilory McIntyre to continue as choir.

Next meeting will be scheduled via email communication, Sarah Cutler will set up a survey checking on availability for board members, directors, Cole Blume, Terri, Tiffany, and Lisa
Meeting adjourned 8:05 PM