

SSHS Music Booster Meeting Notes

DATE/TIME	10/14/2019, 632pm-817 PM	
DATE ISSUED	10/15/2019	
RECORDED BY	Kari Clawson, Secretary	
PLACE	SSHS choir room	
SUBJECT	Monthly Board Meeting	
PARTICIPANTS:		
Ann Little – President Kari Clawson – Secretary Lisa Udland – Treasurer Terri Crall – Treasurer Dana McLaughlin – Orchestra Representative	Mary Ellen Scofield—Band Representative Cole Blume – Choir Director JJ Meyer – Band Director Damian Berdakin – Orchestra Director Michelle Bertholf—parent of music student	
ABSENT:		
Kerry Drum – Vice President Carolyn Freel—Assistant Choir Director	Hilory McIntyre – Choir Representative	
MINUTES:		
Action items appear in red print. Consensus appears in blue print		
Minutes vote	Ann Little motioned to approve the September minutes. Mary Ellen Scofield seconded the motion. All Approved. Minutes were adopted	
Director Reports Damian Berdakin JJ Meyer Cole Blume	<p>Band—1/2way thru football marching band season, last Friday night was their first performance on the field which went well. Next concert is 11/13 and will include intermediate bands from Judson & Leslie Middle schools. He asked the board how to submit a request for festival fees. It was recommended that he take a screenshot of the festival application.</p> <p>Orchestra-- concert is on 10/24, 7 PM. The music teachers are starting to learn more about their classroom space during the bond reconstruction and will share with us as soon they can. Directors are feeling positive about the plans for classroom space as well as finding sites for concerts spring 2020.</p> <p>Choir—concert is on 10/22, 7 pm, all 7 choirs, all are singing well during rehearsal. Still working on San Francisco Trip, deadline for registration is today will ask Gateway for extra time to allow more people to register, all 3 advanced choirs are invited to participate. Working on payments—students will be allowed to pay thru Gateway, either online or mailing them a check, or we can have students use money fundraised in their CHARMS account. Cole will work on creating a list of students who would like to use their money in CHARMS, and let Lisa know so she can charge their CHARMS account, and then let Gateway way know we boosters will be mailing them a check with the money the students are using from CHARMS to pay for the San Francisco trip.</p> <p>We will need to recruit volunteers to help directors move out of the current music wing. The plan to move is sometime in March, details to come later.</p>	
PHISHING using our website?	If you receive an email from Ann and it is not her usual email address, it is not from her. Board members have received emails these last few weeks that are not from her. Terri has changed passwords. Ann will contact our webmaster, Peter Hoelter so he can look into its security settings/potential fraud.	

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<p>Treasurer's report Lisa Udland Terri Crall</p>	<p>Budget update—The person who did our taxes said we could file a 990 EZ if we have less than \$200,000 in receipts.</p> <p>Financial Report—September 1-30th. Large amount of money in Admin. Music Day money has been allotted to each 3 groups and then Fair Share that has been paid to band/choir is in their accounts. Lisa has a good recording of student money due to CHARMS. Terri has spent weeks trying to decipher how much money is in band, choir, and orchestra and cannot get the numbers to match up. We will need to decide how to proceed. Do we leave the funds as is? With a large number in Admin or do we take some money from Admin and divide it up amongst the 3 music groups? Last year Admin spent about \$8000 (copy machine, PO Box, Taxes, 1 meal at State for each group, etc) Damian wishes the money stays in Admin and Cole agrees. They would like to see how the new music wing will be done and would like the option of asking Admin for money if there is a need after the bond reconstruction. We brought up the Green Fund and how it is money to be used to benefit all 3 music groups, so it might be good to save that money for now as well. JJ has projected a budget that may be more than he has in the band accounts for now but is willing to look at fundraisers to help the band cover the budget. He thinks it is very important to provide sectional coaches for the wind ensemble. At this point we decided to keep the money in Admin, and if there is a need for money the directors asked that all 3 directors be present if we were to vote on using the Admin money. Lisa motioned, Kari seconded.</p> <p>Terri and Lisa are updating the SSHS Music Booster Treasurer Accounting Responsibilities to make it current now that we have a CHARMS coordinator and only one Quickbooks for all 3 groups to share.</p>
<p>Lesson Scholarship Fund?</p>	<p>We received \$300 from the Wiscarson Foundation to fund scholarships for private lessons. Damian has asked if we (boosters & directors) can create a fund for scholarships as well as a scholarship application to help directors decide how to award scholarships. Lisa said she will draft a scholarship application</p>
<p>RED BOX</p>	<p>2 new boxes will be delivered next week, may be Saxon Blue instead of Red. We will work on getting new locks for each box, preferably with a key that will work on all locks. Keys should be provided for all 3 directors, and the signors on the music boosters bank account. We have asked the directors to provide students with receipts if they are putting cash in the RED BOX unrelated to fundraisers. Terri Crall will buy 3 receipt books so that we can give one to each director.</p>
<p>New fundraiser?</p>	<p>Chad and Marie Clevenger would have volunteered to see if we can be involved in the Drive 1 for your school thru Ford. We voted to look into it, Ann will do so.</p>

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NEXT MEETING	<ul style="list-style-type: none">• November 4, 2019 6:30 choir room• December 9, 2019 6:30 choir room• January 13, 2020 6:30 choir room• February 10, 2020 6:30 l choir room• March 9, 2020 6:30 choir room• April 13, 2020 6:30 location TBD• May 11, 2020 6:30 location TBD• June 8, 2020 6:30 location TBD
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