

SSHS Music Booster Meeting Notes 11/09/2020

DATE/TIME	11/09/2020; 6:31-8:02 PM	
DATE ISSUED	12/05/2020	
RECORDED BY	Kari Clawson, Secretary	
PLACE	ZOOM, in our own homes	
SUBJECT	Monthly Board Meeting	
PARTICIPANTS:		
Mary Ellen Scofield – President Kari Clawson – Secretary Lisa Udland – Treasurer Terri Crall – Treasurer Stacy Johnson—Band Representative	Dana McLaughlin – Orchestra Representative JJ Meyer – Band Director Arielle Sazima – Choir Director Dam Berdakin – Orchestra Director Tiffany Hamilton - Pie Fundraising Chair Lisa Holliday – Greens Fundraising Chair	
ABSENT:		
Kerry Drum – Vice President	Hilory McIntyre – Choir Representative	
HANDOUTS: Financial Report, Minutes from last month		
Action items appear in red print. Consensus appears in blue print.		
Minutes vote	Terri Crall motioned to Approve the October 2020 minutes. Mary Ellen seconded the motion. All approved. Minutes were adopted.	
Director Reports Damian Berdakin Arielle Sazima JJ Meyer	<p>JJ-Classes nearing the end of the first quarter, encouraging kids to turn in assignments. They had 3 marching band rehearsals outside—still no instruments-- 2 more rehearsals planned, 50-60 students showing up each time which is a great turn-out. He was very pleased with the recordings students prepared for All-State auditions. Next week he will be handing out audition material for All-City. Auditions will be in the spring and the district is still deciding how All-City will be during the pandemic. He is working on skills/fundamentals with students and will be adding repertoire soon.</p> <p>Arielle-Working on community building and skills/fundamentals and adding some repertoire. Still grade level classes, but after warm-ups/theory together she tries to do breakout rooms for each different ensemble. Students are more likely to turn on their camera in a breakout room with smaller numbers of people and it is great to see their faces. They are working on putting together their first virtual choir performance. Choir student council recently was selected with very involved students. She really appreciates being able to trust her symphonic choir and the student leaders. Although she is very much looking forward to having in-person rehearsals symphonic choir meets virtually once weekly and turn out has been very very good. All-City auditions will be similar to band and perhaps choir can have a performance outside?? Still very much unknown.</p>	

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<p>Director Reports continued Damian Berdakin Arielle Sazima JJ Meyer</p>	<p>Damian- Grade level classes are going very well, working on skills/fundamentals. Will start solo repertoire/some ensemble works 2nd semester, hoping to encourage students to play their instrument if they are not enrolled in class 2nd semester. Chamber orchestra is having sectionals online every Monday. The not knowing of what will happen next for classroom participation is hard but students keep coming to their online class. District still deciding when to hold auditions for All-City; will most likely be at the end of spring and if there is a concert it may be at the end of the school year...perhaps with students on stage and the audience watching via stream.</p>
<p>Fundraisers Tiffany Hamilton Lisa Holliday</p>	<p>Tiffany—Pie sales are down this year, about 20 students sold items, 215 items, grossed about \$3500 and about \$1200 going into student’s accounts. May not need a sign up genius since so we had so few sellers. She will work on planning out how to pick up pies from Willamette Valley Pie Company’s warehouse in Silverton. It may involve a handful of board members acting as drivers, picking up items and delivering them to 1-2 locations (Lisa U’s house and Tiffany’s house) in Salem and then having the sellers pick up their items from there. Tiffany will contact those involved—drivers (Mary Ellen, Terri, Kari C and Tiffany volunteered) and sellers and host homes via email. Willamette Valley will let us be at their warehouse from 11AM -130 PM on 11/14/20. The forms Tiffany and Terri created are such a good way to process orders. It is certainly very nice to not have to count money and match money to orders and orders to sellers by hand. We are hoping to streamline the transfer of the order to the payment thru PayPal, but supposedly that is being worked on by software individuals. It would also be nice if we could find a way for people to pay for their order on our website and have the button not say “donation” to SSH Music Boosters. That was confusing for some buyers and some buyers said they wanted the money to go to the student and another choice from the list—like a music group. The board decided when purchasers checked to have \$ go to student and a program to have all earnings go directly to the student since they made the sale, are picking up/delivering the items and that is how this fundraiser has been created in the past. (\$7 additional money given to one of our music programs will still be given to that program) 3 benefits from this fundraiser—1. Created a system to sell fundraisers being strictly online. 2. Maintained our tradition of the pie sales. 3. Kept our highly valued date for sales with Willamette Valley Pie Company. Sue from Willamette Valley Pie Co. said we could even sell with them again this spring if we would like.</p> <p>Lisa—Holiday Greens—Today is the last day to turn in orders. Sales are down as well, but we grossed about \$3500 so far with 30-ish items being sold. Lisa will email the sellers so that they may pick up their items at her house on 11/28/20.</p> <p>How are we communicating what fundraising is for: We now have that written down with the two previous fundraisers as well as our previous minutes.</p>

<p>Treasurer's report Lisa Udland Terri Crall</p>	<p>Terri went over the financial statement. It includes fees we paid to paypal for using their system for credit card payments for the fundraising items...well worth it. Fundraiser income will go to paying Willamette Valley Pie Company and student accounts. The amount spent under "office" is high because we paid our accountant for preparing/filing taxes for 2018/2019. And this is at a highly discounted rate. Terri is hoping she will have the books in order so that she may be able to do it for us and thus not charge us, although the Board has told Terri it is okay to pay an accountant for handling our taxes.</p> <p>We received a partial Band Fair Share Payment from last school year and will apply it to that student's account from last year.</p> <p>Graduating Senior Scholarships sponsored by the individual music departments (choir and orchestra) were paid to Pete A.</p> <p>We received a check from Sandy Wiscarson in the amount of \$300 to go towards our Lesson Fund, she had reached out to JJ asking how she can help the South Music Program. JJ will give us the contact information for Sandy and Kari will send Sandy a thank you note from the South music program and boosters.</p> <p>Choir and orchestra each have scholarships they give to graduating seniors. Two for choir—one in the amount of \$250 called the David Wentz Scholarship voted on by the symphonic choir students. The other in the amount of \$300 called the ? voted on by the director. One for orchestra in the amount of \$400 voted on by the director. We have asked that recipients show documentation of being enrolled in a college, university or conservatory with a student ID, tuition bill or proof of registration. We are working on creating a document so future music directors and boosters knows the details of the scholarships. Mary Ellen will reach out to Briana Weekly at South to get information regarding these scholarships so we can put that in the document. There is no money set aside as restricted funds for scholarships at this time, any money that was originally donated for a scholarship in honor of a person has since been paid out for previous scholarships.</p> <p>Treasurer's Financial Policies and Procedures. We've updated some of the policies, including creating limits on how much the treasurer (\$500) and fundraising chairs (\$300) can spend without Board permission. They will need to turn in receipts to the treasurer. We will try to change the spending limit on the debit card to \$500 with the opportunity to increase it if needed—i.e. if a music group is traveling and a Board Member is a chaperone and has permission to use the booster debit card. It may be just a phone call from our treasurer to the bank to change the spending limit.</p> <p>Access to CHARMS: we will try to add fundraising chairs, so that they have permission to send emails to the group regarding their fundraisers. This will make it easier for students and families to reply back the chair with questions. We will only have CHARMS treasurer do data entry for student accounts at this time, Lisa says it is going well and not too much work at this time.</p>
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<p>NEXT MEETING Via Zoom until further notice</p>	<ul style="list-style-type: none">• December 14th, 2020 6:30 PM• January 11th, 2021 6:30 PM• February 8th, 2021 6:30 PM• March 8th, 2021 6:30 PM• April 12th, 2021 (may have choir conflict) 6:30 PM• May 10th, 2021 (may have band/orch conflict) 6:30 PM• June 14th, 2021 6:30 PM
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