

SSHS Music Booster Meeting Notes 2/07/2022

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| DATE/TIME | February 7 th , 2022, 6:30-7:47 PM | |
| DATE ISSUED | March 12 th , 2022 | |
| RECORDED BY | Kari Clawson, Secretary | |
| PLACE | SSHS, Orchestra Room | |
| SUBJECT | Monthly Board Meeting | |
| PARTICIPANTS: | | |
| Mary Ellen Scofield – President Kerry Drum – Vice President Kari Clawson – Secretary Terri Crall – Treasurer Lisa Udland—Treasurer and Orchestra Rep Stacy Johnson—Band Representative Alison Fisher – Choir Representative | Damian Berdakin – Orchestra Director Aubrey Dunham – Choir Director JJ Meyer – Band Director Tiffany Hamilton -- Pie Fundraising Chair Lisa Holliday -- Greens Fundraising Chair Lena Ferguson—Ticket Sales Chair Denise Majeski—Hanging Flower Baskets Co-Chair Libby Stokes--Music Parent | |
| ABSENT: | | |
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| HANDOUTS: Financial Report, Minutes from last month | | |
| Action items appear in red print. Consensus appears in blue print | | |
| Minutes vote | Lisa Udland motioned to Approve the January 2022 minutes. Kerry Drum seconded the motion. All approved. Minutes were adopted. | |
| Director Reports Damian Berdakin | Damian—Things are going well. All City auditions were last week, we had a nice number of students audition and many have gotten out of their comfort zone attending a live audition. 11 out of the 30 All-City orchestra participants are from SSHS. The Intreat was lots of fun—had clinicians, played games, were able to relax prior to going into the more stressful/busy part of the year for festival season. The retreat was a sense of calm before the storm. All City rehearsals start next week and the next festival for Chamber Orchestra and Symphony will be at George Fox on March 11 th . The other 3 orchestras will have an adjudicated festival on March 9 th . | |
| JJ Meyer | JJ—just finished with the pep band at a basketball game. The Intreat was a success, good rehearsal time and good time for students to get to know each other more. He thanked us for the food. Soon begins the kickoff for festival season with West Salem Jazz Festival on 02/12, OSU Band Festival for Wind Ensemble on 03/08, Intermediate Band Festival on 03/10, George Fox Festival for Wind Ensemble/Symphony on 03/11 and League Jazz Festival on 03/16. | |
| Aubrey Dunham | Aubrey—Was very busy with South Area Choir Rehearsals during our meeting but still came to part of it. Her students had a good time at the Intreat and worked with sectional coaches. And they’re working towards festivals and the All-City concert. | |

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| <p>Treasurer's report Lisa Udland Terri Crall</p> | <p>The Financial Report was handed out via Email and on paper in person.</p> <p>Kari Clawson made a motion to pay for the Intreat dinner out of our Admin Fund, Kerry Drum seconded the motion.</p> <p>The Admin account reflects movement of money from Admin to individual student accounts as money they earned from the Greenery sales. The Miscellaneous expenses were the 3 gift cards previously approved as thank yous for Mary Lou Boderman, William Snyder and Stephen Lytle. We still have Fair Share money coming in. We've paid for a sound tech at our concerts as well as fees for OMEA/hotel for our directors. We have not yet received the Marion Cultural grant money so Alison Fisher will follow-up and see if they sent it to the correct address for SSH music boosters.</p> <p>Research into the Square: We can get a better chip reader device for about \$50 and 1 free plug-in device. We chose to use Android for the devices as Lena our concert ticket chair and Terri our treasurer both have Android devices. Lisa Udland made a motion to purchase the square card readers and Stacy Johnson seconded the motion.</p> <p>Terri completed our taxes this year—thank you Terri! This is a big undertaking and would have cost us thousands if we hired an accountant, even with them giving us a discount. We may have a fine as the forms were turned in were a little late, but it may be awhile before we hear if there will be a fine.</p> <p>Lisa—working towards getting CHARMS updated with current class lists. If a student is enrolled in a music program that charges Fair Share and that student has money in their CHARMS account, Lisa automatically deducts that money from their student account to pay for their Fair Share.</p> <p>Green Fund—We have about \$800 left and the directors would like to use the money in the Green Fund to buy music folders for the music library (SEE ALSO EMERGENCY ELECTRONIC VOTE on 02/13/2022 and 02/14/2022) Kari Clawson made a motion to approve the \$800 purchase during the meeting and Mary Ellen seconded the motion.</p> <p>The Directors are close to finalizing decisions on the Lesson Fund, but want to see if we can find matching grants to make our money have more value. We learned we have about \$12,000 so far; the directors had thought it was less until we looked at our financial report. The directors were hoping to have kids apply to get lessons in the summer, but still want to look over things and are hoping to enhance accessibility to lessons for students who truly need financial support. We had voted at the December 2021 meeting to let the Directors start using the Fund, they just need to reach out to Lisa regarding details such as any final edits to the scholarship form and how much money they want to spend this year.</p> |
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| <p>Fundraising</p> | <p>Lisa Udland and Tiffany did a demo Online store thru CHARMS and asked Terri Crall, Denise Majeski, Lisa Holliday and Marry Ellen to try it out as if they were buying hanging flower baskets. It's going to work but it might be awkward. Students should be able to send out a link for people to buy from the CHARMS store and the buyers shouldn't have to be a part of CHARMS to place an order. Using the Square for fundraisers may be more expensive with fees than using CHARMS. Lisa Udland will email Denise about using CHARMS for hanging flower basket sales.</p> <p>Denise—the deadline to order baskets will be April 1st and we need to sell \$750 to get free delivery. She will type up something for the school newsletter and forward to Mary Ellen who will forward to South. Last year we sold \$2000 so selling \$750 shouldn't be a problem. Affinipay is how people make payments thru CHARMS and Affinipay is set up so the purchaser pays any fees, which means Music Boosters won't pay the fees.</p> <p>Should we continue to have decorations for concerts? The poinsettias were so nice at the holiday concert. Lisa Holliday has a friend who is good with interior design and has students in the music program and would be willing to shop for permanent decorations for future concerts. 2 garlands and poinsettias were what we used at the holiday concert. Unfortunately we don't have the storage space for decorations but we can still ask her to pursue the options and propose ideas. Maybe we purchase live decorations for each concert? And raffle them off at the concert? Maybe money earned could go to the Lesson Fund?</p> <p>Jazz Night—Alison is still looking into details for us. We could make it happen on 06/03/22 but she is worried that the effort/money put into it may not give us back the financial rewards we are hoping for, especially based on numbers of attendees in 2019. Alison will reach out to Mission Mill and see what the cost would be to do this event or maybe consider saving our deposit with them and using it towards Jazz Night 2023. At this point we've only made a deposit and are unsure of the total cost in reserving the venue entirely. What if we looked at local wineries? Would there be a venue fee? Alison and Damian will look at having this year's event at a local winery if we can keep costs down that way, and maybe the money earned for 2022 will be put towards Jazz Night 2023. The first year we did Jazz night it was really big, perhaps 200 guests but by the last year it was down to 75 guests.</p> <p>Can we have a way of keeping track of kids' dietary needs for when we host meals for students? Damian will create a google form.</p> |
| <p>Building leadership and upcoming elections:</p> | <p>Should we wear brightly colored T-shirts at concertswith our booster logo on it? Aubrey will look into what's available, either thru South's graphic arts department or doing it herself. Can we give people interested in boosters a shirt? Future Freshman Night is 02/22/2022-can we have a member or two or more from the board to represent us? Mary Ellen will be there. Should we wear booster T-shirts? Our music booster image is on our website if needed. 3</p> |

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| <p>NEW BUSINESS continued</p> | <p>We will have our volunteer flyer and try to get a signup sheet to have at Future Freshman Night for our Music Booster Table.</p> <p>We vote in Mary 2022 for new board positions. In the past we've had a board nomination form, we have decided to forgo the form so as not to scare people away. We could send any inquiries to our president, Mary Ann, and she can go over the responsibilities of the different positions and learn more about their interests/background. Perhaps we ask that nominations are due May 1st so we can vote on May 9th.</p> <p>Can each member write a job description of what they do and how we got involved and send it to Mary Ellen? That will help as we work on recruiting. Mary Ellen will also send us a follow-up email with a reminder.</p> |
| <p>EMERGENCY ELECTRONIC VOTE HELD 02/13/22 AND 02/14/22</p> | <p>JJ Meyer sent us an email on behalf of all 3 directors requesting funds to purchase music folders for the SSHS Music Library. The request was for \$2,288.99 with shipping and they had requested we use the remainder of the Green Fund balance and roughly an additional \$1400 from the Admin account to cover this purchase. These folders would be considered new building enhancements and would benefit all band, choir and orchestra programs. Mary Ellen presented this request via email and we voted on it as an electronic emergency vote on 02/13/22 and 02/14/22. Voting was unanimous and we will have a signed statement attached to the minutes to be consistent with our By-Laws.</p> |
| <p>NEXT MEETING Orchestra Room</p> | <p>March 14th, 2022 April 11th, 2022 May 9th, 2022 June 13th, 2022</p> |