# ***Big Hollow Middle School Fine Arts Boosters***

# ***Meeting Minutes***

Tuesday September 12th 2023

1. **Call to order**

Lauren called to order the meeting of the **Big Hollow Middle School Fine Arts Boosters** at 7:03pm on Tuesday, September 12th 2023.

1. **Roll call**

The following persons were present: President: Lauren Shorgren, Vice President: Sharon Pruski, Secretary: Laura Sovsky, Co-director of Communications: Amaryah LaBeff, Co-director of Communications: Tisha Eisenmenger, Treasurer: Rachel Meuser, Co-treasurer: Marissa Rivera, Members at Large: Heather Brook, Leah Langhoff, Kim Johnson, Cari Miller, Barbara Ayers, Jean Meyers, Marne Gehring and Teacher Liaisons: Julie Dee (Choir), Denise Maifield (Speech/Acting & Plays/Musicals) and Josh Kumpula (Band)

The following people were absent: Kori Paulson (Art), Laura Grimes, Josh Langhoff, Teresa Hidalgo, Director of Events and Volunteers: Cori Blanquel

Guest present: Angela McDaniel, Sallymar McBean

1. **Approval of minutes from last meeting**

Lauren motioned to approve the minutes from the meeting on August 8th, 2023; Sharon seconded the motion - all approved; motion carried.

1. **Updates**

* **Choir update: Julie**
  + We are in need of at least eight 31 inch stools for choir lessons. We will post on-line asking for donations.
  + Audition Choir
    - 15 8th graders will attend ACDA junior honors festival. The cost is $25 for each student. Lauren motioned to approve $375 to cover this cost. Sharon seconded the motion - all approved; motion carried.
    - Activity fees have come up again with parents.
      * A few families have asked why there isn’t a cap for fine arts programs. Mr Gold agrees that we don’t need to have a cap for our programs.
* **Band update: Josh**
  + Jazz band is starting next week.
  + Josh is working on small fixes and other items that may need to be replaced.
* **Art Club/Set Crew update: Julie**
  + Set crew is starting next week
  + It will run Tuesdays and Thursdays
* **Speech update: Denise**
  + Started today. There are 14 students are enrolled this semester
  + Nicole Buschek(8th grade ELA teacher) is assisting with speech and acting and can send emails to families.
* **Theater update: Denise**
  + Musical update
    - CheddarUp is up and running. Payments due 9/15
    - We had approximately 68 students audition and 46 students were cast in the show.
    - A full email was sent to parents today with calendar information
    - A costume designer is still needed for this show.
  + Request to not send the volunteer money to the bank yet from any monies collected from musical CheddarUp. It is easier to refund money to families who volunteer this way.
  + Website and communication are going great.
  + Video person is scheduled for December 1st
  + Lily S. will be doing candid photos
  + Volunteer sign-up list and have the volunteer wear a lanyard
    - We should have a specific spot for the sign in with a sign.

.

* **Events & Volunteers** 
  + Fine Arts Dance September 29th
    - Tisha made a flier for the dance
    - costs:
      * $3 to get in
      * $1 concession
      * $2 pizza
      * $1 water
    - Pep rally theme
    - DJ: it is booked with a new person. Approximately $300
    - Photo booth: still waiting to hear back, Tisha will contact her again
    - Decorations:
      * blue white and silver
      * Warrior guy
      * $300 for decorations: Marissa will purchase and plan
    - Concessions: Laura will order snacks and water (500 bottles), flags and pompons no noise makers
    - Volunteers: 3:00 set up,
      * Cori will send out a sign up for volunteer positions
      * Drop off
      * Pick up
      * Check in
      * Concession
      * Photo booth
      * Clean up
  + Other upcoming fundraisers
    - Food nights: Chipolte night for the night of the concert ?
      * Tisha and Marissa will set up various restaurant nights
    - Paint night December 8th Ceramics for You
      * Pick up at the concert
      * Sharon will contact
      * Donated snacks and coffee/hot cocoa
* **Communications:** 
  + Website updates
    - Meet Denise spotlight
    - Animated video about the boosters
  + Student of the month will be picked the 4th week of the month
    - Include our students of the month quarterly at school board meeting
    - Include in the announcements
  + One weeks notice for information to be included in the newsletter or to have tasks done is with the website.
  + Continue to take reels, videos and pictures of events and tag fine arts boosters and/or text them to Tisha or Amaryah
  + We need to advertise at the primary and elementary school more for the musical and play.
* **Miscellaneous: All**
  + Ordering stationery
    - Thank you notes
    - Pens
    - Marrissa will price check companies and quantities
  + Boosters laptop return: still pending
* **Finance Report: Racheal**
  + Beginning balance as of 8/1/23 $
  + Ending balance as of 8/31/23 $3
  + See attached finance report for details

* **Open Public Forum: All**
  + none at this time

1. **Adjournment**

Meeting adjourned at **8:50pm**. Lauren motioned to adjourn; Marissa seconded the motion – all approved; motion carried.

Minutes submitted by: Secretary Laura Sovsky

| **Finance Report - September 2022** |  |  |  |
| --- | --- | --- | --- |
| Balance includes locked expenditures, deposits for the month, debit card purchases, checks written between |  |  |  |
| meetings, checks cleared and outstanding. |  |  |  |
|  | Beginning Balance as of 8/31/22 |  | $ 17,574.53 |
| **Locked Expenditures:** |  |  |  |
|  | Amount |  | Notes |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| Total | $ - |  |  |
|  |  |  |  |
| **Deposits** |  |  |  |
| Date | Amount |  | Notes |
| 9/1/2022 | $ 55.42 |  | Amazon Smile |
| 9/22/2022 | $ 21.00 | cash | Raffle/Donation from Back to School Bash |
| 9/29/2022 | $ 10.00 | CheddarUp | Raffle/Donation from Back to School Bash |
| 9/30/2022 | $ 0.14 |  | Interest |
|  |  |  |  |
|  |  |  |  |
| Total | $ 86.56 |  |  |
|  |  |  |  |
| **Debit Card** |  |  |  |
| Date | Amount |  | Notes |
| 9/8/2022 | $ 36.00 | LS debit | Software - CheddarUp account upgrade |
| 9/12/2022 | $ 7.25 | AJ debit | Fall Dance - Dollar Tree |
| 9/12/2022 | $ 161.57 | AJ debit | Fall Dance - Sam's Club |
| 9/13/2022 | $ 132.48 | LS debit | Fall Dance - Make Stickers |
| 9/13/2022 | $ 90.00 | LS debit | Fall Musical - Music Theater International |
| 9/13/2022 | $ 90.00 | LS debit | Fall Musical - Music Theater International |
| 9/13/2022 | $ 11.84 | AJ debit | Fall Dance - Menard's |
| 9/15/2022 | $ 198.18 | LS debit | Fall Dance - Amazon |
| 9/15/2022 | $ 30.22 | LS debit | Fall Dance - Amazon |
| 9/15/2022 | $ 13.46 | AJ debit | Fall Dance - Menard's |
| 9/16/2022 | $ 12.88 | AJ debit | Fall Dance - Meijer |
| 9/19/2022 | $ 19.39 | AJ debit | Fall Dance - Amazon |
| 9/22/2022 | $ 100.00 | AJ debit | Fall Dance - BMO More Cash Singles |
| 9/26/2022 | $ 215.74 | AJ debit | Fall Dance - Dominos |
| 9/28/2022 | $ 13.84 | LS debit | Set Crew - Amazon |
| 9/30/2022 | $ 144.00 | LS debit | Choir - American Choir Directiors Assoc. |
| Total | $ 1,276.85 |  |  |
|  |  |  |  |
| **Checks** |  |  |  |
| Date | Amount | Check # | Notes |
| 9/27/2022 | $ 175.00 | 1768 | A Joyful Sound - Piano tuning |
| 9/26/2022 | $ 61.56 | 1769 | Kim Carpenter - Reimbursement |
|  |  |  |  |
|  |  |  |  |
| Total | $ 236.56 |  |  |
|  |  |  |  |
|  | Ending Balance as of 9/30/22 |  | $ 16,147.68 |