# ***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.

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* **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 |