

Big Hollow Middle School Fine Arts Boosters

Meeting #1 Minutes

Tuesday, May 30th 2023

I. Call to order

Lauren called to order the meeting of the **Big Hollow Middle School Fine Arts Boosters** at 7:05 pm on Tuesday, April 4th 2023.

II. Roll call

The following persons were present: President: Lauren Shogren, Vice President: Sharron Pruski, Treasurer: Allison Johnson, Secretary: Laura Sovsky, Director of Events and Communications: Kim Carpenter, Director of Volunteers and Committees: Cori Blanquel, Members at large: Lea Langhoff and Josh Langhoff, Teacher Liaisons: Julie Dee (Choir) and Denise Maifield (Speech/Acting & Plays/Musicals).

The following people were absent: Teacher Liaisons Kori Paulson (Art) and Dan Knowles (Band)

Guests present: Tisha Eisenmenger and Kim Johnson via zoom. Marissa Rivera, Teresa Hidalgo, Jean Meyers, Marne Gehring, Cari Miller, Barbara Ayers, Laura Grimes, Rachel Meuser and Amaryah Labeff

III. Approval of minutes from last meeting

Minutes from the April 4th and May 2nd meetings will be approved at the next meeting.

IV. Updates

- **Choir update: Julie**
 - Julie will look in to purchasing new sheet music for next year this summer
- **Band update: Julie**
 - Marimba will be delivered tomorrow.
- **Art Club/Set Crew update: Julie**
 - Updated supplies will be purchased soon.
- **Speech update: Denise**
 - none at this time
- **Theater update: Denise**
 - We would like to upgrade the lighting system to a LED system.
 - Noah Records with Spotlight is a vendor that is used by local high schools. Our system is no longer being made and there are no companies that do repairs for it. We are working to get a quote from Spotlight to upgrade and program a new system.

- The cost of fireproofing curtains (which is required every five years) is the same as purchasing new curtains. Our curtains were fireproofed in 2020 and need done every 5 years. We should look in to purchasing new curtains soon.
- Microphone system: the school board uses a microphone system. We are asking to also use this along with our system for performances.

- **Volunteers & Committees**

- none at this time

- **Communications & Events: Kim**

- review of 22/23 activities and fundraisers
 - chipotle, jersey mike's went well.
 - ceramic's for you: families really liked it
 - Paint night run by high school students: this went very well
 - Saver's (after spring break maybe tech Saturday for the play)
 - 1st school dance of the year
 - 50/50 people do not have cash, use QR code, advertise better, use microphone ask, venmo option, front row seats raffle for Muscial at back to school bash, wooden flowers for choir and band concerts

- **Miscellaneous: All**

- manage students during concerts: boosters will volunteer to do this.
- clear boosters drive: it is currently 85% full

- **Finance Report: Allison**

- Beginning balance as of 4/1/23 \$33,299.09
- Ending balance as of 4/31/23 \$30,945.54
- See attached finance report for details

- **Open Public Forum: All**

- none at this time

V. **Adjournment**

Meeting adjourned at **8:10pm**. Lauren motioned to adjourn; Sharon seconded the motion – all approved; motion carried.

Minutes submitted by: Secretary Laura Sovsky

Finance Report - April 2023			
Balance includes locked expenditures, deposits for the month, debit card purchases, checks written between			
meetings, checks cleared and outstanding.			
	Beginning Balance as of 4/1/2023		\$33,299.09
Deposits			

Date	Amount				Notes
4/28/2023	\$0.26			BMO Harris	Interest
Total	\$0.26				
Debits					
Date	Amount				Notes
4/4/2023	\$21.01	x	LS debit	Music Notes	Cirricular Choir - sheet music
4/6/2023	\$30.21	x	LS debit	Amazon	Boosters Fundraiser - Concessions for spring play
4/10/2023	\$133.01	x	LS debit	Amazon	Theater/Play - props
4/10/2023	\$178.95	x	LS debit	Amazon	Boosters Fundraiser - Concessions for spring play
4/10/2023	\$99.97	x	LS debit	Amazon	Theater/Play - set items
4/10/2023	\$81.44	x	LS debit	Amazon	Boosters Fundraiser - Wooden Roses for spring play
4/10/2023	\$36.00	x	LS debit	Cheddar Up	Software - monthly upgrade
4/11/2023	\$32.64	x	LS debit	Amazon	Boosters Fundraiser - Wooden roses supplies
4/11/2023	\$24.63	x	LS debit	Amazon	Boosters Fundraiser - Wooden roses supplies
4/12/2023	\$35.28	x	LS debit	Amazon	Boosters - paper for programs
4/13/2023	\$737.25	x	LS debit	Ultimate Screen Printing	Theater/Play -Tshirts
4/14/2023	\$93.62	N	LS debit	Walmart	Theater/Play - set items
4/17/2023	\$7.48	x	LS debit	Amazon	Theater/Play - props
4/17/2023	\$62.04	x	LS debit	Amazon	Theater/Play - costumes
4/17/2023	\$119.61	x	LS debit	Amazon	Boosters - graduation cording for FAB students
4/17/2023	\$12.82	x	LS debit	Amazon	Boosters - holder for flyers
4/17/2023	\$27.44	N	LS debit	Goodwill	Theater/Play - costumes
4/18/2023	\$42.00	x	LS debit	Ultimate Screen Printing	Speech & Acting - extra Tshirts
4/18/2023	\$81.00	N	LS debit	Walmart	Theater/Play - costumes
4/19/2023	\$77.34	N	LS debit	Walmart	Theater/Play - costumes
4/19/2023	\$27.50	x	LS debit	Intuit	Software - monthly upgrade

4/24/2023	\$87.50	N	LS debit	Prunella's Flowers	Boosters - Flowers for 8th graders
4/25/2023	\$41.36	x	LS debit	Amazon	Theater/Play - general office supplies
4/28/2023	\$42.78	x	LS debit	Home Depot	Boosters - batteries for microphones/Audio & Visual
4/28/2023	\$3.00		Auto	BMO	Bank Fee for paper statement
Total	\$2,135.88				
Checks					
Date Written	Amount		Check #	To	For
4/13/2023	\$165.97	X	1800	Denise Maifield	Theater/Play - Reimb for props
4/24/2023	\$51.96	X	1801	Kim Carpenter	Boosters - Reimb for flyers for Rock/P/S tourney
Total	\$217.93				
Ending Balance as of 4/31/23					\$30,945.54



Big Hollow Middle School Fine Arts Boosters

26051 W Nippersink Rd, Ingleside, IL 60041

bhmsfineartsboosters@gmail.com

Meeting Minutes; Meeting #2

Tuesday, May 30, 2023

I. Call to order

Lauren called to order the meeting of the **Big Hollow Middle School Fine Arts Boosters** at **8:10pm** on **May 24, 2022** at Big Hollow Middle School in Ingleside, IL.

II. Roll call

The following persons were present: President: Lauren Shogren, Vice President: Sharron Pruski, Treasurer: Allison Johnson, Secretary: Laura Sovsky, Director of Events and Communications: Kim Carpenter, Director of Volunteers and Committees: Cori Blanquel, Members at large: Lea Langhoff and Josh Langhoff, Teacher Liaisons: Julie Dee (Choir) and Denise Maifield (Speech/Acting & Plays/Musicals).

Guests present: Tisha Eisenmenger and Kim Johnson via zoom. Marissa Rivera, Teresa Hidalgo, Jean Meyers, Marne Gehring, Cari Miller, Barbara Ayers, Laura Grimes, Rachel Meuser and Amaryah LaBeff

The following people were absent: Teacher Liaisons Kori Paulson (Art) and Dan Knowles (Band)

III. 2023/2024 Board Members

a. Returning Board Members

- President: Lauren Chrzanowski
- Vice President: Sharron Pruski
- Secretary: Laura Sovsky
- Director of Events and Volunteers: Cori Blanquel
- Members at Large: Josh Langhoff and Leah Langhoff

b. Board Nominations

- Director of Communications: Amaryah LaBeff; nominated by Lauren, seconded by Sharon- all approved. This is a one year position.
- Co-director of Communications Tisha Eisenmenger; nominated by Lauren, seconded by Sharon- all approved. This is a one year position.
- Treasurer: Racheal Mesuer; nominated by Lauren, seconded by Laura - all approved. This is a one year position.
- Co-treasurer: Marisa Rivera; nominated by Lauren, seconded by Jean Meyers- all approved. This is a two year position.
- Members at Large, Kim Johnson, Teresa Hidalgo, Jean Meyers, Marne Gehring, Cari Miller, Barbara Ayers, and Laura Grimes; nominated by Lauren, seconded by Sharon- all approved. This is a one year position.

c. Teacher Liaisons

- The Teacher Liaisons for the 2023/2024 school year are as follows:
 - Julie Dee (Choir)
 - Dan Knowles (Band)
 - Kori Halston (Art)
 - Denise Maifield (Theater and Speech).

IV. **New board business**

- Next meeting: August 8th
- Dates for meeting for next year
 - Meetings are typically the 1st tuesday of the month at 7:00.
- Choir: Boosters purchasing tee shirts and covering solo and ensemble fees. We would like to do ACDA instead of high note festival. Will we do the Big Hollow festival again this year. Jean volunteers to be the coordinator of this event.
- Band: Boosters will cover solo and ensemble fees.
- Theater: Lauren motions to approve the fall musical budget of \$500. Sharon seconded the motion – all approved; motion carried.
- Speech: Lauren motions to approve the speech and acting budget with assistant stipend of \$600, Sharon seconded the motion – all approved; motion carried.
- We would like to purchase logo items for the bash, thank you cards and magnets.
- Activity fees will be discussed at the August meeting.

V. **Adjournment**

Meeting adjourned at **9:30pm**. Lauren motioned to adjourn; Sharon seconded the motion – all approved, motion carried.

Minutes submitted by: Secretary Laura Sovsky