

U-Prep Music Boosters February 2023 Meeting Minutes

Call to Order

A regular, monthly meeting of U-Prep Music Boosters was held on February 27, 2023. It began at 6:07 PM and was presided by our Co-Presidents; Justine Lehman and Crystal Gardner, Treasurer; Astrid Rainsford, and Roberta Muck as Secretary.

Attendees

Our meeting comprised of both physical and online (Zoom) attendees. In attendance: Crystal Gardner, Penny Fowers, Roberta Muck, Astrid Rainsford, Brad Fowers, and Justine Lehman

Via Zoom: Michele Powell, Sandra Kopania, and Alicia Nichols

Approval of Minutes

A motion to approve the January, 2023 minutes as written was made by Brad Fowers and seconded by Crystal Gardner. Motion passed.

Officers' Reports

President's Report: Music Boosters procedures and documentation were reviewed to ensure future board members have access to all past documentation and continue to maintain both electronic and hard copy files. Electronic documents are maintained through the U-Prep Music Boosters g-mail account. In addition to ensuring electronic records are up to date, the Music Booster Secretary will also be responsible for keeping a binder current with agendas, minutes, legal documents, etc. pertaining to Music Boosters. A motion to continue maintaining documents and procedures as described above was made by Penny Fowers and seconded by Astrid Rainsford. Motion passed.

Treasurer's Report: Astrid Rainsford presented the most recent financials. Profit & Loss and the Balance Sheet from January 1 through February 27, 2023 were discussed.

Celebration of the Arts fundraising income was \$2,357.19. This year, Music Boosters chose to forego a \$500 stipend for the General Fund as Music Boosters is well-funded this year. Instead, that money will be used towards chimes and ensure there is enough funding for senior awards. Per a motion made by Crystal Gardner and seconded by Penny Fowers, the funds raised (\$2,357.19) will be divided evenly four ways between: Music Boosters general fund, band, choir and art. Motion passed. The raffle basket sales earned \$872.00. Those earnings went to the chime fund per Mr. Fowers request.

Chimes

Music Boosters has raised funds for the purchase of a set of Musser Classic Chimes 1 ¼ in. Tubes with Brass finish and an additional mallet for a maximum cost of approximately \$4,000. Funding breakdown:

\$1,000	Music Boosters
\$1,000	U-Prep (waiting on final confirmation of funds)
\$872	Celebration of the Arts raffle baskets
\$573	Celebration of the Arts sponsor and direct donations to chime fund
\$3,445	Total available

A motion was made by Crystal Gardner and seconded by Justine Lehman that if U-Prep’s \$1,000 donation comes through, the remaining amount needed of approximately \$550 will be funded by Music Booster’s general fund. Motion passed.

Following the first motion, a second motion was introduced that if funds come through, Mr. Fowers has permission to order the chimes at his earliest opportunity so they can hopefully arrive before the spring concert. This motion was made by Penny Fowers and seconded by Crystal Gardner. Motion passed.

Senior Music Awards

Justine Lehman and Alicia Nichols will coordinate the process. Important dates:

Date	Activity
3/3	Letter written by Justine & Alicia to be distributed to seniors
3/24	Submittals received by Mr. Fowers from participating seniors
3/27	Anonymous essays given to Justine by Mr. Fowers
3/29	Justine to provide essays to approximately 7 – 10 readers. They will follow a provided guideline to rate each essay.
4/7	Readers submit their essay ratings to Justine & Alicia.
4/17	Justine & Alicia will compile essay ratings and present at Music Booster meeting on 4/17 so final recipients and award amounts can be finalized.
5/15	Award checks to be provided to Mr. Fowers during the Music Booster meeting.
5/22	Mr. Fowers presents award checks to senior recipients during Senior Awards.

Teacher Needs

The Disneyland trip is set. The only outstanding item is the payment for the busses.

Adjournment & Next Meeting

Justine Lehman moved that the meeting be adjourned at 7:50 PM, and this was agreed upon.

**The next meeting is scheduled for
Monday, March 20, 2023 at 6:00 PM**

**PLEASE CONSIDER NOMINATING YOURSELF OR A FRIEND FOR THE MUSIC
BOOSTER BOARD! NOMINATIONS WILL BE ACCEPTED AT THE MARCH 20
MEETING.**