



UPREP
MUSIC BOOSTERS
2018 - 2019



Meeting Minutes
Tuesday January 15, 2019

1. **Call to order** at 6:01 pm Doug called the meeting to order

Attendance: Justine Lehman, Astrid Rainsford, Tari Elam, Katie Davidson, Doug Woodworth, Elizabeth Johnson, DeAnne Parker, Roberta Friar, Jill Tavis, Penny Fowers, Doug Fowers

2. **Last month's minutes: Justine moved we approve the minutes from last meeting. Penny second. Motion Passed.**

3. **Current Needs:**

- a. Mrs Johnson's school trip: 2 night trip to San Jose/Great America/Santa Cruz
Costs: \$4k bus, \$1899 hotel. Kids on own with food. Will ask kids to pay \$150 each. \$2358 from music boosters will go to the trip costs.
- b. Mrs Johnson thanks boosters for drum corp shirts offer. Decided not to buy any new.
- c. Mr Fowers – no current needs

4. **Treasurer's report** - Jill distributed her report.

- a. Not much activity since last bank statement. Added cookie dough distribution to teacher accounts in report.
- b. Jill will send Justine the spreadsheet from cookie dough sales with details including how much each class sold, profit etc.

5. **Celebration of the Arts**

- a. Brad: Date clearance has been delayed due to school calendar. This year school is closed for 1 week in Feb which pushed back the basketball playoff schedule. Feb 11th is only day the school could guarantee availability to Hoosier Gym. Brad did a walk through. We could display art in dance studio upstairs, have seating upstairs and music in back of gym. Will have a few chairs around the musicians. Would be nice to have a little art downstairs as a teaser.
- b. Feb 11th is not an early release day. We can begin set up at 2:45. Event is 5:30 – 9:00.
- c. We will do an email vote for Brad to order 1000 tickets for the event once he has the cost.
- d. Students will begin selling tickets around January 25.
- e. Penny will purchase Truffles for the event and submit reimbursement after the event. Penny will get napkins & cups. Doug requested more dark chocolate truffles and less milk chocolate. We will order the same total amount of truffles as last year. Last year the cost was \$630.
- f. **Justine moved that Penny can spend up to \$700 on truffles. Roberta second. Motion passed.**
- g. Volunteers at the event:
 - i. Penny & Roberta at the door to do tickets.
 - ii. Doug & DeAnna will volunteer at the truffle table



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- iii. Astrid & "need another volunteer" will sell raffle tickets for the baskets.
Brad will solicit parents to volunteer with Astrid.
 - h. Doug will get balloons and has 4 cases of sparkling cider.
 - i. Roberta will bring small water bottles.
 - j. Justine won't be at the event so we won't sell pretzel sticks.
 - k. Brad will bring a large Costco cooler with ice
 - l. Performance schedule will be announced soon.
6. **Senior Music Awards:**
- a. Brad was at dept meeting with Principal, Art teachers etc. & discussed the opportunity to represent all students involved in the COA. Traditionally scholarships based on money from COA only went to music students. Want to look at doing it differently by adding an art scholarship. The art dept has grown. The teacher and student involvement in COA is impactful. Would be really good to do more to support the Art Dept. with their students who are very involved in COA. Art parents attend COA and pay tickets at the door. Discussed pros and cons of the idea.
 - b. Penny moved: Any money raised above and beyond the 4-way scholarship payouts to band, choir, strings and art, and the event expenses, is then distributed 5-ways to band, choir, strings, art & music boosters general fund. Each teacher of the 4 departments can decide their own scholarship process. Roberta second. Motion passed.**
7. **Non-Profit Documentation:**
- a. Tari gave a quick overview of the research she has done on this project. She distributed proposed by-law revisions for us to read in preparation for Feb. Music Booster meeting. It will cost \$250 to file using form 1023EZ.
 - b. Justine moved that Jill be authorized to pay the IRS \$250 to file Form 1023EZ. Brad second. Motion passed.**
 - c. Music Boosters will need our own liability insurance as we are not covered by school's policy. Policy will cost between \$383-\$550 annually. Need to vote for insurance at Feb 26th meeting.
 - d. Thank you Tari for all the work you put into this project.
8. **Next Meeting** is February 26th at 6:00 pm.
- a. Be prepared to discuss non-profit association and by-laws and decide next year's officers as they need to be listed in the application.
9. **Meeting adjourned** 7:40 pm