**May 25, 2022, Granville Arts Boosters - Meeting Minutes**

**Call to Order: 7:10 PM**

**Attendance/Roll Call**:

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| X | Katie Belt |  | Sandy Doty |  | Carol Koch-Worrell |  | Shelli Sheppard |  | Andy Wildman |
|  | Brad Betts |  | Dawn Egelston |  | Andrew Krumm |  | Samantha Schnabel | X | Courtney Van Ostran |
| X | Shelley Carr |  | Emily Hartman |  | Elizabeth Kowalczk |  | Jennifer Sherman |  | Jessica Zelenack |
| X | Don Charlton |  | K. Heffron |  | Vonda McDonald | X | Jerod Smith | X | Drew Koziel |
|  | Erin Cox |  | Pam Hooker |  | Sarah Noblett |  | Kristen Snyder |  |  |
|  | April Crum |  | Lisa Holtsberry |  | Drue Roberts |  | Stephanie Stanton |  |  |
|  | Michelle Dague |  | Kevin Holtsberry |  | Sarah Sharp |  | Amanda Tucker |  |  |

**Review of March Meeting Minutes**

Approval Motioned by Courtney, seconded by: Don.

**Treasurer’s Report**

1. April Budget Report – balance about $7K less b/c of payments.
	* Brad Betts bought items for lemonade shake-up booth
	* $100 more in memberships
	* Aux Instruction $1300
	* Scholarships $2,500
	* Potentially add a line item for Drama
2. Katie to set up a meeting with Drama, Courtney, Shelley, and team to discuss drama expenses for shows/meals/tech day
3. Dry cleaning – Jerod and Shelley to align on expenses and budget.

Katie motioned to approve the treasurer’s report, Don 2nd the motion. Motion Passed.

**VP Report**

1. **Exemption from Annual reporting status** – *we are officially exempt – Thank you Courtney!!*
2. **Name change updated with State** – *it is official with state of Ohio.*
3. **Memberships –** *had a few new memberships. Need to resolve a few that came through band order forms. Jerod can rectify the names/members for Courtney.*
4. **Wish list items:**
	* **Samantha Schnabel** -Wenger Music Library extensions (asking for 2 not 4 as quoted), 2 lateral filing cabinets.
		+ *Boosters motioned to approve purchase of 2 lateral file cabinets @$260 each + delivery. Courtney motioned to approve this purchase and Katie 2nd the motion. All were in favor.*
			- *Boosters would like more detail on the specific Wenger cabinets Samantha would like to order including freight and installation.*
	* **Kristen Snyder** - 4 Wireless microphones. They are somewhere around $900/ea.
		+ *Jerod ordered all four with PI money through the school. Thank you, Jerod!*
	* **Tim Stanton -** Lighting for stage.
		+ *Tim got a couple quotes, and most were similar. If purchased from local vendor, that vendor would come and help install. We are waiting to hear back from Tim to get his feedback. We will wait to hear from Tim and try to make the purchase this Summer.*
5. **Band Observation Tower Update** – *Jeremy is getting cost estimates. Jerod got pictures of the one Robertson built for Tri-Valley. There is storage, we can secure the stairway, it’s stick built and will bring the cost down significantly. Robertson feels they may be able to get some of the lumber donated. There may be some expense for the plans. Need to verify if we need Village approval. Hoping to get update by Friday 5/27/22.*
6. **Band Camp Sign up form** – *there is a PayPal signup – we used it and it will be turned off soon to avoid any fees.*

**Director’s Report**

* *No report*
* *Via Jerod - Endzone Bleacher update – may be off the table b/c bleacher cost too high.*

**Old Business**

**New Business:**

**\*\* Need a volunteer** to coordinate tux/dress pick-up from Granville Cleaners

**Note going forward: All Dry Cleaning** will need to be invoiced in future, coordination for payment directly with treasurer to keep band acct. and Arts boosters acct. charges organized.

**Credit Card Guidelines**

* **\*\*Directors** please make sure **all volunteers provide all receipts** when using booster/band credit cards. **Must sign out card from safe.**
* Katie will provide a sticker with instructions to be put on credit cards re: sign-out process

**Lemonade Shake-Up – Brad Betts –** *Don will get with Brad about Lemon Shake Up details. Don will let Brad know to go ahead and order supplies. Don will get the health permit and sign-ups rolling.*

* Waiting on gray water info.
* Here is what I have on cups/lids/straws  (the lids are slotted, so no knife to put holes in lids)
	+ 32-ounce PET cups, 300/cs           $ 113.45/cs
	+ Lids with slot, 500/cs                     $  51.87/cs
	+ Straws, 500/bx                                 $ 4.00/ bx
* So, based on 4,000 drinks
	+ 14 cases of cups
	+ 8 cases lids
	+ 8 boxes of straws
* Total would be $ 2,035.26 plus tax.  We must pay tax to get my discount if we want to order through Wasserstrom. I would suggest ordering and picking these up in the next couple of weeks.

**Other Updates:**

**Middle School Band Update:**

**HS Band:** *Everything is good! Excited for next year. They had a great “meet your instrument” night. 😊*

**Choir/Acapella Group Update:**

**MS Choir Update:** *Jessica sends a big thank you to the Arts Boosters for their support!! She has sent her receipts for end of year awards to Shelley.*

**Orchestra Update:**

**Drama Update:**

**Theatre update:**

* *I will have receipts to Shelley for awards and inductions 5/26/22.*
* *Shelley, Katie, Kathy Frank, Stef, and I planned to meet post-graduation to discuss finances and others booster-theatre connections support.*

**Visual Arts Update:**

**Motion to Adjourn:** 8:32 PM

Courtney motioned; Don seconded– all in favor.

**Next Meeting:**

June 15, 2022, 7:00 PM – Admin Building – Mark your calendars!!! 😊

**Meeting Action Items**

|  |  |  |
| --- | --- | --- |
| **Owner** | **Item** | **Date to be complete** |
| **Katie/Courtney** | **Clean up MailChimp and update all arts parent email list** | **7/15/22** |
| **Katie** | **Broadcast future meetings on School Newsletter** | **8/1/22** |
| **Katie** | **Broadcast Arts Booster’s meetings and events on FB** | **8/1/22** |
| **Katie** | **Work with directors to get updated email lists, set up a meet and greet with directors/parents for each group in Fall 2022** | **8/1/22** |
| **Courtney** | **Finalize band camp gorms and payment items with Jerod and Shelley** | **6/15/22** |
|  |  |  |