

## April 22, 2020 Arts Boosters Meeting Minutes:

**Attendees:** Andrew Wildman, Pam Hooker, Vonda McDonald, Stefanie Stanton, Eliabeth Kowalczyk, Andrew Krumm, Jerod Smith, Kristen Snyder, Jessica Zelenack, Samantha Schnabel, Don Charlton, Dawn Egelston

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Andrew opened the meeting.

February Meeting Minutes were reviewed and approved.

Treasurer's Report:

- The Boosters received a check from State Farm.
- Vonda asked if funds were available to roll over but the answer was no. There was an additional request to roll over funds for auxiliary instruction given that some groups will be very behind in their instruction. While we cannot roll funds over and there are limitations about how much we spend YOY, these considerations will factor into budget discussions for next year and Directors can change how the available money is spent.
- Pam reminded the Directors that requests for the month should be submitted.

Motion to approve the Treasurer's Report. Approved.

President's Report

- Truck Update
  - Truck is in and it is getting painted for \$3500.
  - Need other fixturing done as well.
  - Decal will be done exactly as it is now.
- Newsletter
  - Andy suggested closing out the year with a newsletter
  - Within that newsletter would be a call to serve on the Board next year.
- May Meeting
  - The May meeting will be held the 3<sup>rd</sup> Wednesday of the month; Andy will do a zoom meeting and we will share the link
  - Topics to include Board Service for the 2020-2021 School Year and Next year's Budget

Vice President Update

- Don offered to prepare a budget for next year.
- Need to look at who is being awarded scholarships and make sure to include in the budget
- GEF Artisan Scholarship – Directors will get the names and make sure scholarship awards are fair.

- May need to do a virtual membership drive; awards/ content should have a call-out reminding families of Booster Memberships.
- Sponsor Thank You – Since sponsors won't be recognized this year, how can we make sure that they get some recognition.

#### Director Reports

- Senior Signs
  - The group discussed ways to publicly recognize the graduating seniors in the arts programs. Vonda will look into options.
  - The list of seniors will be captured by the directors here:
    - [https://docs.google.com/spreadsheets/d/1LMPh48um31myqhmUT5HSmAazHpa\\_yiaDUwt8fCtbKlQc/edit?usp=sharing](https://docs.google.com/spreadsheets/d/1LMPh48um31myqhmUT5HSmAazHpa_yiaDUwt8fCtbKlQc/edit?usp=sharing)
  - Motion to budget up to \$750 for some kind of senior recognition, with potential to approve up to \$1000.
  
- Awards Budget and Ordering
  - Senior Plaques will awarded as well as the big awards; other lower class awards will not be passed out until next year. Award plaques will now recognize students if they participated across multiple groups versus receiving multiple plaques for each activity.
  - Lower class awards will get pennants that students can put pins on. We discussed placing a bulk order of pins for concert band, choir and orchestra (500 for \$2000). It will be more expensive now, but cheaper in the longer run. We have \$5500 left in funds for awards.
  - Motion to approve the awards budget for this year. Don to account for budget implications in next year's budget.
  
- Uniform Return:
  - With the Governor's orders to close schools for the remainder of the year and in an effort to keep everyone safe, the Directors have decided to NOT collect uniforms from students unless they were either graduating or not continuing with band. When seniors return their uniforms they will likely also pick up their senior awards.
  
- Online payments:
  - Jerod has been talking with Digital Impressions about leveraging their online store for summer uniforms and spirit wear. Digital Impressions would manage the payment process for us through their online store eliminating the need for Directors to collect checks from students.

While Digital Impressions would cover summer uniforms and spirit wear, there are still a few items that would not be able to be covered with the Digital Impressions solution, so the Boosters will look into being able to accept various online payments through Pay Pal.

- Director Plans for the remainder of the year
  - o With classes remaining virtual for the remainder of the year, each Director spoke of how they are engaging with their students including virtual concerts, recordings, and other activities.

### Action Items

- Requests for funding should be submitted to Pam Hooker. (Directors)
- Wrap up with the academic year with a newsletters from the Boosters, including a call to action to serve on the Board. (Andy)
- Set up zoom meeting for May's monthly meeting (Andy)
- Create initial view of next year's budget, accounting for shifting needs due to auxiliary instruction, awards, etc. (Don)
- Capture the names all senior arts students in the link that Jerod provided and indicate which arts programs they participated in so that they can be properly recognized. (Directors)
- Determine a way to recognize senior arts students (Vonda)
- Move forward with purchasing awards per the approved budget. (Directors)
- Continue investigation with Digital Impressions and the online store for summer uniforms and spirit wear. (Directors)
- Continue investigation into how the Boosters can leverage PayPal to accept payment for other kinds of expenses. (Pam/Courtney)