

# West Ottawa Music Boosters

## General Meeting Minutes, October 24, 2017

Joan called the meeting to order at 5:59 p.m.

**Review and approve minutes from the September 12, 2017 meeting.**

Shannon Bowker voted to approve the minutes and Sarah Temple seconded.

### President's Report

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#### Magazine Sale:

As of Oct. 22: Sales = \$6,126.50 with our Profits = \$2,627.50.

Sales are down about \$1,000 from last year.

\$100 prize winners: HS Colin Brown (orch), MS Chloe Rooks (HL orch)

Joan asked if we wanted to send a reminder that Great American offers holiday photo cards as a way to boost this fundraiser's profits. It was decided that there may not be enough interest to make this worthwhile.

#### Century Resources: Janelle MacDonald

Oct 23 & 24 are kick off dates.

Orders due Nov. 6.

Delivery Nov. 29 --- need lots of volunteers for unloading

Cash Collection Dec. 6 --- lots of volunteers needed to cover all 4 buildings

Harbor Lights kicked it off in the PAC and it worked out really well.

We are going to try sign up genius for volunteers this year.

Janelle will write up instructions for onsite volunteers and is having a cash management meeting with Melody tomorrow.

#### Citrus & Popcorn:

Jan 4 is the kick off.

Orders due Jan 19.

Planning meeting will be scheduled soon so we are ready for the rollout prior to the holiday break.

#### Business Sponsor Update:

13 new sponsors, 9 returning

Total = \$2,875 (last year we were up \$400)

Mailing went out in mid August.

Greg Shepard is updating the Powerpoint

### Vice President's Report

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PAC update on lobby boards --- Shannon has 3 parents set up to help on the PAC board project. They are meeting on November 1st to make a plan. They are planning to have one section of the boards for music booster forms (DVD orders, private lesson scholarship forms, family registration forms, etc.)

Camp shirts/uniform closet --- Shannon would like to move storage of Blue Lake uniforms to the south high school. She has been working with Erin Stier on a plan. There is a section upstairs at the south high school that has older choir uniforms that would make sense to store at Harbor Lights. This would free up the space for the Blue Lake uniforms. It would also allow them to hang.

#### Concert Concerns:

- Board members present at concerts vs. info posted on the lobby boards. Mike agreed that the boosters do not need to be available at concerts. If we are there for our students concert, we will try to be available. The Board does not currently have a middle school parent so there will not be anyone at these concerts.
- Handicap seating --- the wide row of seats on main floor was removed when the new carpet was installed. Need to consider chair availability on the main floor for family accompanying wheelchair and handicap needs for folks unable to use stairs. There is a handicap section in Row S on the side of the PAC. This is quite a long walk if the person has limited mobility.
- We had a parent fall at the Jazz concert. Since that concert, a reflective strip has been placed on the edge of the stairs to hopefully prevent this from happening in the future. Everyone agrees that we should have some first aid supplies (including ice packs) available. Mike will contact Admin to see what we should do in case of an accident at the PAC.

#### **Treasurer's Report**

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Update from Cristy

Cristy distributed the budget for everyone to review. She encouraged everyone to continue to use Scrip as it is a great fundraiser for both families and the music program.

#### **Assistant Treasurer's Report**

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DVD discussion

The discussion was held on whether to continue to sell DVDs for \$10 or post them to Google Classroom. We have already decided not to edit DVDs as this is a costly process and parents do not seem to be purchasing DVDs as they have in the past. If we posted the videos to google classroom the students could download them and view. The Directors and Board would like to try this option this year. Everyone feels it would be helpful if a note could be put on the concert programs indicating that the concert will be made available to all students via Google classroom and to please avoid filming. The question was raised about whether this violates FERPA although we believe since this is a public event it does not. Mike will check into it further.

#### **Secretary's Report**

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Funwear sale Oct. 13 --- 29. All online sale.

No orders will be accepted past the 29th.

We have received orders from about 40 people so far. The directors would like to do one more reminder on Friday. Dawn will type an announcement and send it to the directors.

## **Other Items**

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Magazine Sale - Mike Hamann discussed dropping the Magazine sale next year. This sale has been declining over the last couple years and is difficult to pull off at the beginning of the year. The directors would like to consider dropping this sale and changing the percentages percentages for Century Resources to give more to music boosters. They believe they would still be able to meet the needs of the directors. Mike asked everyone to think about it and plan to discuss it at the next general meeting.

## **General Meeting Schedule**

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November 13

January 16

Feb 6

March 27

May 29