

General Meeting

West Ottawa Music Boosters
November 16, 2015

Meeting was called to order at 6:04 p.m.

Voting on the October 20, 2015 meeting minutes. Jay Gainforth made the motion to approve the minutes. Lori Hahn seconded. All were in favor.

PRESIDENT'S and VICE PRESIDENT'S REPORT: Caroline Monahan

Bulletin Board Update:

- Shannon Bowker is not in attendance due to surgery today.
- The bulletin board situation is still being worked on. There is a work order being placed at Harbor Lights to see if the maintenance staff could help with this project.
- There are still interested parent volunteers in the loop. Joan will check with Bruce Snoop when she stops by at the PAC tomorrow to see if there is any news from Sam Lemmon on the work order.

Business Mailing Update

- We have received \$2,200 -- \$2,300 from business sponsors.
- Sponsors will be recognized in a PowerPoint presentation that will be running before each of the holiday concerts. We're adding some photos to the presentation this year. There will also be a slide highlighting the Grammy nomination.
- Sponsors will also be recognized throughout the year on the WOMB website.

DVD Update:

- Melody Graves has all the DVD equipment. She will connect with Mike Hamann for the concert master disks. She also has access to the spreadsheet for family order information. Hopefully, this program will be revived and get back on track.

TREASURER'S REPORT: Melody Palmer

- Check request and deposit forms are available for anyone that needs them.
- Going forward, checks that need to be deposited need to have a deposit sheet form filled out with them to keep accurate allocations.
- The postage balance has been properly allocated from the business mailing as was suggested at the last meeting.
- Melody handed out copies of the most recent budget spreadsheet.

FUNDRAISING REPORTS:

Magazine Sale --- Caroline Monahan:

- The final prize of the sale has been wrapped up with the limo ride to McDonald's with the middle school winners for ice cream.

Century Resources --- Lori Shepard:

- The orders were entered.
- Volunteers are being organized for Delivery Day -- Dec. 2:
 - PAC: 9:30 -- 1:00 has lots of helpers.
 - 2:30 -- 4:30 and 4:30 -- 6:30 slots still needs 2 more volunteers
 - Mike Hamann and Jay Gainforth will be at the HS. The students help unload.
 - Only need 3 parents needed to cover the HS from 2:30 -- 3:30 for product pick ups. Most of the students drive and pick up their orders right after school.
 - More volunteers signed up during the meeting.
- Dec. 9 --- Cash Collection Day
 - That email will be sent out soon to organize volunteers.
 - It is important for any volunteers handling money to have a volunteer profile form completed and turned in to the school for clearance. Mike Hamann will email Lori Shepard the link to that document to get connected with the parent volunteers.

Goodies/Citrus Sale:

- Jay Gainforth and Danielle Lappi are working out the details.
- The citrus grower has been called. More details coming soon.

SCRIP REPORT:

- Suzanne Jones reported via email that we had more families order than any month in more than two years. Profit was the highest since Dec 2014.
- Oct. WOMB profit was \$333.90 with 33 families placing 72 orders. The NYC choir trip is increasing the participation in the program.
- Lori Hahn reported that there is always an upswing during the holiday season and then there is a drop in sales at the start of the year.
- Orders will not be placed the week of Thanksgiving.
- There will be a plug on facebook.

SECRETARY'S REPORT -- Joan Rosiak:

- The Sousaphone has been rigged up with lights to be on display at the Music Boosters concession at concerts. Although it has not reaped much in donations, all agreed that it lends a nice presence to the Music Boosters at the concerts and will continue to use it.
- It was suggested to put out a glass donations jar at the counter, since you can't see money inside the sousaphone.

CONCERT SECURITY DISCUSSION:

- Joan inquired about follow-up on security needs at all concerts as was discussed last spring when the Collage Concert was organized. That is the only concert where there is a paid security person on site. Those costs come directly out of the music budget.
- After much discussion, it was agreed that there should be a school administrator on site at all concert events. Mike Hamann will take the lead on this issue and discuss this with the school administrators.
- The Board would like to have a contact sheet with Administrator names and cell phone numbers so we are prepared if there is ever a need. The sheet can be kept at the music booster concession. Administrators should stop in at the boosters concession at concerts so we are aware of who is on site if any problems arise.
- Joan pointed out that the Booster Concession will be open before the start of concerts and will not remain open until the end of the concerts. The concession will be closed 15 minutes after the start of the concerts. The DVD order forms will still be left on the concession ledge but there will not be a Boosters presence if any issues arise during or after concerts. Directors and Administrators need to be aware of that dynamic

DIRECTOR'S REPORTS:

- **Jay Gainforth**
 - The Cinderella musical went extremely well.
 - The pit crew did a great job and put in 51 hours of practice.
 - The show sold out 3 times so it was well attended.
- **Chris Meyer**
 - A student has nominated West Ottawa High School for a Grammy Signature School Award.
 - Semi-finalists need to provide music samples of the literature they perform. Finalist winners receive \$1,000 --- \$6,000.
 - Directors explained that the award is indicative of the quality and number of music programs across the board in a school. Stay tuned for more news on this.

Caroline Monahan made a motion to end the meeting at 6:47 p.m. All were in favor.

Next General Meeting: Monday, January 18, 2016

