

General Meeting

West Ottawa Music Boosters
May 18, 2015

Meeting called to order at 6:08 p.m.

Voting on the March meeting minutes. Whitney Engle made the motion to approve the minutes. Shannon Bowker seconded. All were in favor.

PRESIDENTS REPORT: Caroline Monahan

New Board Candidate for the 2015-2016 School Year:

- Julie Anderson has completed her term serving as the Treasurer. Melody Palmer will move into that role.
- Caroline introduced the new Board member candidate for the position of Assistant Treasurer -- Sarah Temple. A vote was called to approve the new candidate. It was unanimously approved by all in attendance.
- Caroline also introduced a parent interested in getting more involved with the Music Boosters, Nicole Timmer.

Scholarship Update:

- Caroline reported that 18 scholarship applications were received. She has reviewed the records and they have all met the minimum fundraising/ contribution requirements. One application was received significantly late.
- Mike Hamann and the other Directors will review those applications and email their approvals to Caroline.
- Mike Hamann and the Music Directors have reviewed and agreed upon the basic scholarship guidelines going forward:

Booster Scholarship Requirements:

- a. **Why do we give scholarships?**
 - To send students to camp to improve & bring back what they learned.
 - Provide extended opportunities for someone who might not have them otherwise.
- b. **To whom would we not want to give a scholarship?**
 - Students who have unexcused absences from a performance.
 - Someone whom the directors feel would not represent WO Music well based on behavior.
 - Someone not continuing in music the next year.

- c. What policy do we recommend?
“Applications turned in after the deadline will only be considered if there are funds remaining after all on time applications are funded. If funds remain after all on time applications are funded, late applications will be considered in the order in which they are received.”

“Half scholarship, up to \$300 maximum.”
No work or fund raising required.

VICE PRESIDENT REPORT: Shannon Bowker

- **PAC bulletin board project update:** The black foam cover to cover the existing boards has been ordered and the shipment has arrived. Shannon is coordinating with the parent volunteers to get the materials to the PAC.
- The Directors recommended talking to Margo Long to get security to get you into the building if Bruce Snoap is not available. Erma Tibbits (738-6970) is the person to check on availability of the PAC and make sure there is not another event scheduled in the building when you plan on getting the parent volunteers on site to work on the panels.

TREASURER'S REPORT: Julie Anderson

- Julie Anderson reported that this has been a good year compared to budget.
- See attachment for most current budget report.
- The Boosters can pay the full amount to the scholarship applications.

SECRETARY'S REPORT: Joan Rosiak

- Joan will coordinate the 6th grade mailing with Mike Hamann. It will get mailed in early August.
- The Board will review the cover letter to make any needed changes.
- Melody Palmer will review the family registration form to make sure that is updated before it is included with this mailing. There is a lot of great parent volunteer feedback from that form that is included in the Drop Box database that she works to keep updated. All the Board members are encouraged to get more familiar with that database to get interested parent volunteers involved with the Boosters. That database is a great resource that is not currently being utilized by the Boosters.

SCRIP UPDATE:

- See attached report. March WOMB profit is just under \$300. April profits for this year are identical to last year.
- From September -- April WOMB profit is at \$2,725.56.
- For the next school year, the SCRIP physical gift card orders will be processed once a month to minimize shipping costs.
- The summer months will have 2 deadline dates to process physical gift card orders:
 - 8:30 a.m. June 29
 - 8:30 a.m. August 3(The physical cards will be received later in the week of the orders.)

FUNDRAISING REPORT:

Magazine Sale. This fall fundraiser will be offered as an online option only. Caroline Monahan will sort out the details with the rep, Glenn Miller. The objective is to simplify the sale and not include all the complicated rewards which require a lot of volunteer hours to manage those details.

Goodies Popcorn & Citrus Sale: Carol Thiesen has stepped down as the chairperson for these fundraisers.

Band Water Person: Caroline Monahan will check in with Karen Neuman to see if she is still interested in organizing this for the next school year or if we need to find a new volunteer to coordinate the water at the football games.

Century Resources: Whitney Engle is on board to be the fundraising chair for this sale next year. Century gave us the option to pick out sale brochures now, during the summer months, to organize the sale ahead of time or defer until the fall. The Directors chose the fall option to deal with the sale details.

DIRECTOR'S REPORTS & COMMENTS:

Carrie LeDet thanked the Boosters for another great year with all the work they do to support the West Ottawa Music Program.

Mike Hamann concurred that this has been an amazing year for the students. All of the Music Directors are very grateful for the work the Boosters do behind the scenes to free up the Director's time to focus on the students. This support really does free up the Director's time to provide a great program for our students. The band students are headed to NYC with a 6:00 a.m. departure this Wednesday.

Whitney Brainard thanked Julie Anderson for all her help in paying the bills for the 8th grade trip to Chicago. That has been a huge help in the planning process.

Parents shared some very positive reflections of the experiences their students have had this year. It is a wonderful experience for the music students to be engaged in a great program at West Ottawa, thanks to all of our dedicated Music Directors.

The next General Meeting will be in September.

The Board will meet in June and August.

Caroline Monahan made a motion to adjourn the meeting at 6:55 p.m. Melody Palmer seconded. All were in favor.

