

General Meeting

West Ottawa Music Boosters
March 16, 2015

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

Voting on the February meeting minutes. Melody Palmer made the motion to approve the minutes. Shannon Bowker seconded. All were in favor.

PRESIDENTS REPORT: Caroline Monahan

District Festival Update:

- Overall, the festival went very well.
- It was noted that quite a few visiting parents arrived at the school's main entrance instead of the PAC entrance. Given the large sign on 136th Street, we do not feel a need to add additional signage for this event. Carrie Ledet will communicate to MSBOA to inform Directors to communicate the location information and maps to parents to avoid this problem in the future.
- The Caledonia Middle School Choir had some conduct issues, being very loud in the foyer and disrespectful to festival volunteers. Their principal was notified that same day.

Music Booster Scholarship Applications

- The Board met last week. We do not recommend any changes to the scholarship program for this year.
- Tracking volunteer hours needs to be addressed and changed before the next school year starts.
- Information will be put on the website to publicize this information to interested students.
- Applications are due the last Saturday of April.
- It was suggested by Mike Hamann to look at this program during the May General meeting to propose and work on changes.

Collage Concert: March 24th

- Ticket prices are \$5 each or \$20 max per family. Cash or check at the door --- no credit cards.
- Concert starts at 6:30. Board is to arrive by 5:45. Ticket sales begin at 5:45. First students arrive at 6:00.
- Auditorium doors open at 6:00. It is a 3 hour concert.

- Chris Meyer notified us that Freedom Village residents are planning on attending this event. Chris will check on their attendance numbers so that we can reserve seats for them. Chris will report that information to Caroline Monahan.
- Mike Hamann updated us on Michigan Gun Laws. it is ok to carry a gun if you have a permit. This creates security concerns. It was suggested to hire an Ottawa County Sheriff at \$13.42 per hour from 5:45 p.m. --- 9:45 p.m. for the Collage concert. It was noted that other state schools have had a problem at concerts with this law and the comfort and safety issues involved.
- At other concerts, School Administrators need to be on site to handle any issues that may arise. Administrators will be asked to check in with the Boosters at the start of concert events.
- Mike Hamann also recommended using Collage concert profits to help pay for security personnel at the scene shop.
- Chris Meyer and Mike Hamann will look at last year's press release for the Collage Concert to place that notice in the Holland Sentinel Newspaper.

New Board Member for 2015 -- 2016

- Julie Anderson will be retiring as Treasurer after this year.
- Melody Palmer will move up to serve as Treasurer.
- This will create a need for a new Assistant Treasurer.
- Caroline has a few contacts to follow-up on.
- We really need additional fundraiser help next year, along with Festival helpers.
- Also need closet helpers at the Middle School.

TREASURER'S REPORT: Caroline Monahan reporting on behalf Julie Anderson

- Julie Anderson posed a question to understand the reporting of scholarships for students attending All State Honors Choir. Pam Pierson applies those expenses to the Scholarship Fund. Will the Band and Orchestra also be applying Scholarship money for similar festivals as well? We need to know those expenditures, or at least an estimate of those expenses, to properly adjust the scholarship funds available.

SCRIP UPDATE:

- Caroline Monahan reported that the SCRIP program is running close to last year at \$2,219.77 WOMB profit.
- Not much change, as profit last year at this time was \$2,030.12.

VICE PRESIDENT REPORT: Shannon Bowker

- PAC bulletin board project is coming along. The first 2 panels has a display up. We've been given approval to have the next two panels on the left end. Also, we are going to have the far 4 panels on the right end of the display board dedicated to the Music Boosters.
- The Drama Boosters will have the center panels and the glass display cases.
- The PAC Committee seems very creative and motivated to utilize this public space to highlight the WO Music Program.
- Additional note on marketing/ publicity --- Lori Shepard believes WOMB money should be allocated for marketing posters to make our WO events known in the community. This year Lori Shepard is making a charitable contribution of Collage Posters. Melody Palmer's Husband's printing business has given a friends & family discount of 100 posters for \$63.00. Lori Shepard is taking care of that cost this year but would like to see that on the radar for the next school year to get the word out about all the exciting events happening at West Ottawa.

CENTURY RESOURCES FUNDRAISING REPORT: Whitney Engle

- Meeting with boosters/ directors in August to confirm all aspects of the project.
- Kick off letter completed and approved before the start of the school year.
- 50% profit on all items sold (except Make-n-Bake). This increased profit is not a one time deal. We will continue to receive 50% in following years.
- District sales manager at kick offs.
- Delivery appointment date with two hour time window for the first drop.
- Century Resources Rep at the delivery. Rep will follow truck to each stop.
- They also agreed to accept all items that are returned to us and we decided that all communication will go through Whitney Engle and she will distribute it to all of the Directors.

FUNDRAISER DATES

Kick Off Dates: October 26, 27, 28 (Monday, Tuesday, Wednesday)

End Date: Monday, November 9

Turn In Date: Wednesday, November 11

Delivery: By the week of November 30th if orders are received by CR by November 18.

- Greatly need to increase the volunteer helpers on delivery day.
- Coordinate getting rid of the delivery skids with Mike Hamann.
- Need to publicize that if customers are not happy with the products they received they can call the Customer Service Number and they will be refunded their money. Directors will help to get that word out to the student families

SECRETARY'S REPORT: Joan Rosiak No new business to report.

DIRECTOR'S REPORTS:

- Mike Hamann thanked the Boosters for a smooth running festival.
- Chris Meyer --- HAYO sponsorship. Chris asked the Boosters to consider continuing with the sponsorship add. All the other area schools have sponsorship adds. West Ottawa has the most students in this program. Chris suggested discussing this sponsorship cost with Greg Warson, WO District HR & Marketing. All in attendance agreed this this would seem an appropriate channel to absorb that cost to continue highlighting to our community West Ottawa's student involvement in the HAYO program.
- Carrie Ledet agreed to also talk to Greg Warson at an upcoming WO Marketing meeting about the HAYO sponsorship.
- Mike Hamann submitted a proposal to the West Ottawa Education Foundation and received a partial grant for practice rooms to utilize the Smart Music program. This money will go toward the equipment set-up in the practice rooms.
- Carrie Ledet: See attached Director Report.

Next General Meeting: May 18 Dinner Meeting (There is no meeting in April.)

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