

General Meeting

West Ottawa Music Boosters
September 16, 2014

Meeting called to order at 6:05 p.m.

Voting on the previous meeting minutes from 05-19-2014. Jay Gainforth motioned to approve and Lori Shepard seconded. All were in favor.

President's Report

- By Laws: Caroline Monahan reported on the by laws. Financial procedures were reviewed to reflect current practices. Board officer job descriptions and fundraiser practices are all in good order. Carrie LeDet motioned to approve and Carol Theisen seconded. All were in favor.
- Business Letter Update: So far \$1,200 has been collected in donations with approximately \$600 in checks that will be reviewed. Deadline to commit and provide business logo/ artwork for programs and power point presentation was this past Sunday, September 15, 2014.
- DVD Update: There was a personnel change at the Performing Arts Center (PAC). We had a problem with fulfilling DVD orders. A new person has been hired as the PAC Coordinator. However, he has more of a lighting background. Mike Hamann will talk to him next week to discuss the situation. There seemed to be an interest in learning the videotaping needs and we hope we can continue to provide concert DVDs .

Treasurer's Report

- See attached handouts for
 - WOMB Budget for 2013 -- 2014
 - WOMB Budget for 2014 -- 2015
- Uniform Fund --- Used to replenish uniforms for orchestra, band, choir and color guard.
- Remaining cash in Director accounts will carry over.
- Whitney Brainard requested that Alan Angeloff's account be combined into her account this year as she replaced his position.
- There was a motion to approve the budget by Lisa Braunius and Carrie Jaspers seconded. All were in favor.

Fundraising Report

- **Lori Shepard is chairing the Magazine Sale.** It is being rolled out to the students this week --- high school on Wednesday, Harbor Lights on Thursday and MacBay on Friday.
- Turn in days are Friday, September 26 and Friday, October 3.
- A new collection procedure is in place this year to avoid pulling students out of class as was the practice in the past. Students at the middle school will turn in their forms to the

“black boxes” At the high school there will be a person located in the hallway between the music rooms at both the north and south buildings.

- The Boosters earns money for each address booklet completed and turned in. Orders can also be placed online. The turn in prize for the address booklets is a set of ear buds. All the fundraiser information is on the website.
- Mike Hamann suggested getting envelopes for the turn ins and this could work better than the black boxes which can fill up quickly and have narrow slots. Lori will follow up and get envelopes to the Directors.
- **Goodies Popcorn and Citrus Sales will be chaired by Carol Theisen.** Both sales will start simultaneously right after Christmas. The delivery dates will be scattered. Popcorn is supposed to be delivered one week prior to the Super Bowl.
- Popcorn samples will be available at the biggest holiday concerts to generate interest.
- There will be Sky Zone passes for sale prizes.

SCRIP Update

- New people have signed up.
- A presentation on the program and registration forms will be included in the New York City band trip meeting that will directly follow the General meeting tonight.

Vice President's Report

- Shannon Bowker has organized the concert calendar with Board representatives at upcoming concerts.
- The Boosters would like to have parent volunteers as greeters at the upcoming fall concerts. There are lots of openings where parent volunteers would be a great help. Anyone interested can get in touch with Shannon Bowker. The concert calendar and Board email information is on the WOMB website at westottawamusicboosters.org.

Secretary's Report

- No new business to report.
- Magazine fundraiser information letters have been copied.
- Contact Joan if there are any projects she can help with.

Assistant Treasurer's Report

- Melody Palmer reported that each month after Lori Hahn updates the SCRIP family accounts, she will post the new balances for students to review. The report will be posted on the Band room bulletin board.
- Melody asked that Directors get any new completed family registration forms to her.

Director's Reports

- Carrie LeDet reported that she has a list of 25 parents that want to help as ushers/greeters at concerts. She included this need in her class syllabus. Mac Bay has a record number of 6th grade choir students --- 107. First concert is October 9th.
- Mike Hamann reported that his students are off to a good start.
- Copies of the individual Director reports were available at the meeting.

Other Business

- **Marching Band Water** -- Karen Newman is the Water Boy for the band. Her name was not on the list at the attendant's gate at last week's game. She had 2 coolers of bottled water and had trouble entering with a lot of suspicion about what she was trying to bring into the stadium. Can the Band Directors make sure that her name is listed with the North entrance attendant for future games to avoid that problem.
- **Middle School Uniform Donations** -- Carrie Jaspers inquired on the current uniform situation. Carrie LeDet and Erin Stier will work on that as it's quite disorganized right now. Carrie LeDet also gave a huge thank you to Carrie Jaspers for the fantastic job she does organizing this resource. It is such a great help to kids in need. A parent suggested that donation information should be shared with parents in the spring when students go on to the next level or are finished in the program so that old uniforms can be put to good use in the future.
- **Booster Website Redesign** --- Greg Shepard put out a call for volunteers:
 - **Web graphics designer** to help with the color scheme and have more encompassing pictures to better represent all facets of the music program.
 - **Facebook and Twitter helpers** to get more in tune with the orchestra and choir happenings. Greg is well aware of the band happenings.
 - FYI, the most hits that we get on our website is from the pictures posted.

Motion to adjourn by Jay Gainforth and Karen Neuman seconded. All were in favor.