

Dow High School Music Boosters Board Meeting

Tuesday, September 16, 2014, 7:00 p.m.

Dow High Orchestra Room

President, Kevin Bouck; Vice President, Paul Fisher; Second Vice President, Regina Curtis;
Treasurer, Barbara Ostergaard; Secretary, Elizabeth Scott

Present at meeting were:

Kevin Bouck, Amy Avery, Barbara Ostergaard, Bob Wisler, Masako Nishida, Suzanne Sutorik, Deb Stark, Steve DeRees, Amanda Thoms, Paul Fisher, Lori Fisher, Todd Sloggett, Linda Wall, Elizabeth Scott, Tracey Kempzell.

- 1) Call to Order – Kevin Bouck
- 2) Review and Approval of Treasurer’s Report – Ostergaard/All
Barb has submitted the information to Diane, the CPA, to get the taxes filed.

MOTION: Kevin Bouck moved to accept treasures report. Steve DeRees seconded it. The motion was approved by all.

- 3) Old Business
 - a. Looking Sharp Grant and Uniform Procurement Update - Bouck/Stark/DeRees/Thoms
Deb Stark said we were short on funds. She will continue to pursue the Dow Foundations.
The Kroger Community Reward Program is going to the Looking Sharp Fund.
Members said they’d try to get the word out.

- b. Equipment Trailer Update – Sloggett/Wisler/Ostergaard
 - i. Donor Website Recognition
They took a couple of trips to the Administration Building about who should insure and maintain the title. The license plate is furnished by MPS. The Booster Club is responsible for the deductible of \$1000. They are working on a sign-up sheet to be sure that the people who pull the trailer will be covered by the insurance.

They did a load-in with percussion and marimbas. They recommend that a second level be installed for additional instruments. Another suggestion was to let the kids sign their names on the inside of the trailer. Steve DeRees suggested that customizing inside should be left for a while.

Final trailer wrap design will be finished next week.

Back of the trailer design was discussed; Steve DeRees suggested that customizing backside of trailer should be left for a while.

MOTION: To accept the public schools proposal of deductible for the trailer. Paul Fisher made a motion to accept it; it was seconded by Kevin Bouck. The Motion was approved by all.

- c. Banner and Letterhead Status – Bouck
The Banner development is completed. The letterhead had a mistake in it and it will be changed and completed.
- d. Other? None

4) Director Reports – DeRees/Kempself/Thoms

a. Budget Proposals

Mr. DeRees' Budget Proposal is \$500 less than last year. His budget proposal is attached to the Minutes.

Tracey Kempself's budget proposal is attached to the Minutes. She will be applying for grants.

Amanda Thoms: she doubled the budget for the scholarship fund from last year to \$2,000. Applications will be available by November 1. Uniform repair, instrument repair and concert expenses are listed on her budget which is attached to the Minutes.

b. Upcoming Performances/Events

Steve DeRees: wants to build up an Alumni Homecoming Band including former directors.

Marching Band Showcase is on October 8.
The Band may also be performing for some Football playoff dates.

Amanda Thoms: Upcoming Orchestra performance at Memorial Presbyterian Church on October 28 at 7:00 p.m.

Tracey Kempself: the Madrigal dinner in December 12 & 13. The cost will be \$30 a plate. She wants to make this an annual event. She will have more fundraisers in the future, one of which will be students singing for pay at events throughout the year. It was suggested that she provide a handout to give to potential customers, as well as advertise on the Music Boosters Website, the Dow High main office and any other venues available.

She announced that there will be two choirs next semester!

Upcoming Choir concert: at St. John's Episcopal Church on October 30 at 7:00 p.m.

C. Other?

Our website will post the Rummage sale and other fundraisers for the Choir.

5) New business

a. Updated financial policy and procedures

Kevin got with a CPA to be in compliance about modification on numbers three and four. Clarifications were made and Kevin passed out copies of it to those present at the meeting. There was some discussion about how the changes were worded on number four. Ultimately it was agreed that the modifications were correctly written.

Motion: To approve the Financial Policy and Procedures modification as stated in the updated version Kevin presented. Amy Avery made the motion, Kevin Bouck seconded it. The Motion was approved by all.

- b. Curriculum Night
 - i. September 17, Music Parents meeting 7:30 in the Band room.
- c. Marching Band Showcase
 - i. Proud Parent Ads as a fundraiser.
- d. Fundraising with Area Retailers
 - i. Discussion about Community Reward Program in conjunction with area retailers. Deb Stark set up a Reward Program at Kroger for the Looking Sharp fundraiser. Questions rose about any Community Reward Program set up for places like Kroger, Target or Meijer.
- e. Set Dates for 2014-2015 Booster Meetings

It was agreed that the Booster Meetings will be held at 7:00 p.m., in the Orchestra Room every third Tuesday of each month except for December. The dates are as follows: October 21st, November 18th, January 20th, February 17th, March 17th, April 21st, and May 12th.

 - i. Post on website
Kevin said he see that it was posted on the website.
- f. Other? None

6) Adjourn
Meeting adjourned by Kevin Bouck, all agreed.