

**Dow High School Music Boosters Board Meeting
Tuesday, January 17, 2017, 2017 7:00 p.m.**

BOARD MEMBERS

President, Regina Curtis; Vice President, Linda Wall; Second Vice President, Jeanne Ridley; Treasurer, Barbara Ostergaard; Secretary, Elizabeth Scott; Band Representative, Karen Rhee; Band Representative, Rose Martin; Choir Representative, Dan Segura; Choir Representative, Doug Wright; Choir Representative, Emmeline Poon; Orchestra Representative, Claudie Moore; Orchestra Representative, Masako Nishida.

Present at the meeting were: Regina Curtis, Linda Wall, Steve DeRees, Shelby Schawl, Amanda Thoms, Megan Farison, John Nosal, Emmeline Poon, Doug Wright, Cindy Cummings, Daniel Segura, Claudie Moore, Masako Nishida, Tracie Greene, Natalie Tucker and Jeanne Ridley.

1) Call to Order – Curtis

2) Claudie Moore is filling in for Elizabeth Scott as secretary this month.

2) Music Group Pictures-G. Ostergaard

Grant Ostergaard introduced himself and his Eagle Scout Project. Project consists of taking 50 years of Dow High Music group pictures, digitizing and framing them to hang on the walls outside the music rooms. Original idea was too expensive and will now focus on reframing 25 pictures, not reprinting them. He estimates the cost to be \$1800 and should take 3-4 weeks for completion. Project should be complete and pictures hung by the end of spring. Mrs. Kastl approved the use of the walls during last school year. Biggest picture will be 35 x 40 inches. He will turn in the invoice by the end of the school year.

3) Review and Approval of November 2016 Meeting Minutes

MOTION: Daniel Segura moved to accept the Booster Board Meeting Minutes, Doug Wright seconded it. All approved.

4) Review and Approval of Treasurer's Report – Ostergaard/All

- Band showcase net income was \$4453.66 per school. A check has been mailed to Midland High Music Parents. A bit lower than last year by \$200.00.
- A donation was made by a parent of \$250 for marching band uniform hangers for pants. A matching donation was made by the Midland Community Foundation and was added into the Boosters column.
- All fruit sale income and expenses are under the Boosters column until all information is collected, then it will be divided according to sales per music group.
- Fundraising income and expenses are incomplete as the food bill for the Madrigal dinner is still pending. Megan Farison will provide the exact amount when she receives a hard copy of the bill.
- Miscellaneous income for Choir was payments by students for the Solo and Ensemble registration. The expense for Solo and Ensemble appears in Registration Expenses.
- All income and expenses for trips in the band column are for the Disney trip. Adjustment row has been added.
- Professional services for Boosters includes the accountant's fee, Sign-Up Genius fees and website domain and annual fees. For Band, it includes payments for drum line and band camp specialists.
- Registration fees are for the Jazz weekend and for Choir Solo and Ensemble.

- Regina remarked that we spent more on Band Showcase this year compared to previous years and this maybe an area to revisit. All party expenses have been achieved already.
- Linda Wall commented on asking for more cash donations in the future for Pizza party.

MOTION: Jeanne Ridley moved to accept the Treasurer's Report, Masako Nishida seconded it. All approved.

4) Old Business

-Fruit Sale Update

Regina Curtis:

- To date, \$46,300 in sales and donations not including sponsors of \$5000-6000
- 92% of goal; will still have weekend sales to add
- Wednesday Feb. 1 - orchestra room will be cleared
- Gary Kozerski will be in after school to tape off areas for stacking
- Sky Trak machine lift will be here Feb. 2nd at 7:45AM to start unloading pallets
- Fruit was ordered this morning, Jan. 17, there will be 12 pallets of oranges and 13 of grapefruit (54 cases on each pallet); Cindy asked about pricing-waiting for a cost
- Waiting for Dr. Poole to approve logistics plan
 - Plan is to have all pallets of unsorted fruit in the hallway and have specific runners take cases to sorting tables
 - This will reduce traffic congestion in the sorting rooms and will allow for expanded sorting space in the choir room for grapefruit

- Cindy mentioned that volunteers are a little low
 - Sending out request for volunteers to sign up on SUG through directors (parents, students and food)
- RENFAIR rehearsals times are not known?
- Cindy Cummings reported on the new online ordering process:
 - 58 users purchased 87 items
 - Gross Total was \$1602
 - 5 direct donations
 - Cost was 5% of direct transactions, Total of \$109.22 paid to Paypal in fees
 - Collected \$82 back of the \$109.22 in fees from customer
 - Not collecting a fee for direct donations accounts for the difference in fees
 - Maybe ask for \$1.30 per line item next year
 - No set-up fee to use Sign-up Genius, no Paypal fee
 - No glitches or problems reported
 - Easy process to use for fruit purchase
- Daniel Segura investigated and looked up reviews for non-profit organization data/accounting applications:
 - Narrowed down to two companies-Midland Foundation uses them as well
 - Company would manage all finances, marketing, tickets, data, past donors and charges per 2500 people

- For 5000 contacts, they would charge \$138 per month
- Doesn't replace SignUpGenius; but would manage customer base and accounting
- CRM tools for 2500-3000 - \$ yearly fee
- A demo in February to showcase possibilities and different companies

5) Director Reports

a) Ms. Farrison Upcoming Performances/Events: Choir

- In the process of organizing the "MPS CHORAL DAY" on March 2nd- all day event
- Large event and would need help
- Consist of master classes, voice professors, CMU chamber singers etc..
- Venue unknown, would like to get Memorial Presbyterian Church- waiting for a quote
- Need parents to supervise and feed kids-250 total
- Cost would include several piano accompanists
- Several suggestions for feeding the kids available including bringing a lunch sack or collecting a \$5 fee and bring food in for the day

b) Ms. Thoms Upcoming Performances/Events: Orchestra

Since the last meeting

- Berlin Philharmonic Trip and the kids were very pleased
- Successful Winter Concert
- Honors Orchestra performed at Love Light Trees

- Quartets performed at Madrigal Dinners
- Holiday Assembly
- MMBOD-15 students went to the event for performance and it was a very good experience

Upcoming events:

- Tia Li(viola) will be representing Dow High in the All State Honors Orchestra at the Michigan Music Conference this weekend
- Jacob Thomas was also accepted but is unable to attend
- RENFAIR Feb 4th/all orchestras
- High School Solo and Ensemble Feb 11th at St-Johns
- Pre-Festival Concert on Thursday Feb 23rd at Bullock Creek at 7:30PM/all High School Orchestras including Midland High
- Festival Times assigned:
 - Concert orchestra Friday March 3rd at 7:50PM (BCW)
 - Symphony Orchestra Friday March 10 at 8:25PM(Frankenmuth)
- April 12th -4th Grade concert
- Thursday, May 25th-Bullock Creek Concert
- Annie will be the musical this year May 4th-6th Bullock Creek

New Project:

- Application to participate in the Working with the Masters Program (including a performance at Symphony Hall) in Boston accepted for the Symphonic Orchestra
- This would be over spring break and students would depart Friday

- March 31 attend BSO on April 1st, perform at Symphony Hall April 3rd, see the city April 4th, drive overnight and return April 5th
- Information will be passed out tomorrow, cost is \$849 per student-44 string students, would need chaperones
 - Need to approve to process money through the Booster account and seek assistance collecting and working with the money-Regina said it shouldn't be an issue to help with this

c)Mr. Derees: Bands

- Introduced Shelby Shawl - CMU student teacher
- Shelby will be going on the Disney Trip; will need a budget proposal adjustment
- Pep band performed tonight at the basketball home game
- CMU Jazz weekend coming up Feb 3RD
- Looking to have PEP bands at upcoming basketball games
- RENFAIR Feb 4th
- Hockey Game will also have a PEP and Jazz band
- Spring Break-Disney Trip organizing rooms and finalizing chaperones
- Band will do Commencement this year
- Solo and Ensemble Feb 11th
- Festival Concerts coming up
 - Feb 21 & 22
 - March 3rd & 11th

6) Other Needs:

None discussed

7) New Business: Jeanne Ridley-Jazz and More

- Jazz and More has kicked off and has a team, Tracie Greene, Michael and Julie Hales, Rose Martin, and Jen Pizarczyk
- For the day event we have Lori Collick
- Subcommittees are being formed
- Event is April 29th at 6:00PM at the Midland Country Club
- Need sponsorship, photography and someone to spearhead Silent Auction
- Claudie Moore will post positions needed when Jeanne Ridley makes them available
- Ticket price same as last year \$35 and menu is also same
- Upscale the print advertising and program-black table cloths and a few changes from the years prior-working with graphic design students
- Tickets to go on sale on March 1st
- New this year is a communication mechanism for families to combine to fill a table, deleted 2 tables from last year
- Goal is to sell out event and exceed revenues from last year
- Working on sponsorships and approaching businesses
- Tracie Greene:
 - Presented to Steve DeRees a pillow made of old uniforms that will be part of the silent auction
 - Asking for sewing material costs for 10 pillows and 10 wall hangings, \$200 in labor costs and \$178 sewing costs

- Regina mentioned that as long as they are within the \$7300 budget for Jazz and More, there is no need for approval

8) Adjourn

Next meeting will be February 14th, 2017

Meeting adjourned by Regina Curtis