

# ***Big Hollow Middle School Fine Arts Boosters***

## ***Meeting Minutes***

Tuesday, January 7, 2020

### **I. Call to order**

Susan Gaedtke called to order the meeting of the **Big Hollow Middle School Fine Arts Boosters** at **7:35pm** on **January 7, 2020** at Big Hollow Middle School in Ingleside, IL.

### **II. Roll call**

The following persons were present: President Susan Gaedtke, Treasurer Sonya Dickson, Secretary Lisa Gvozdev, Coordinator of Volunteers Carol Baker, Coordinator of Concessions Jenni Johnson (7:36), Director of Fundraising Kim Christesen (7:37), Director of Art Club Sessie Carlson and Teacher Liaisons Julie Dee (Choir), Sara Kumpula (Band), Dan Knowles (Band).

### **III. Approval of minutes from last meeting**

Sessie motioned to approve the minutes of the December 3 meeting; Sonya seconded the motion - all approved; motion carried.

### **IV. Updates**

#### **a) Choir update: Julie**

The Junior Singers have three songs down. They are singing at the Variety Show and are planning on singing at the Community Care Center mid-February and need about ten minutes for this. Julie is going to see if they can sing at the Round Lake Area Park District as well.

Show Choir Auditions are this Thursday.

#### **b) Band update: Sara**

Jazz Band will be playing for the Community Care Center on January 22 and at the Jazz Jamboree on February 1. Sara is not holding auditions for Jazz Band except for brass. They are currently working on their sweatshirts and Sara got the ok to have the students' instruments put on them.

Anyone is welcome to join Beginning Jazz Band in February.

Solo/Ensemble will be February 22 and Music In Our Schools will be March 14.

#### **c) Art Club/Set Crew update: Julie**

NJAHS will be starting up soon; this will be going through the school, not us.

There will not be an Art Club this year.

**d) Theater update: Denise**

Other than a check for \$36.05 needed for Randy Boesch for set materials, the budget for the musical is done.

Play scripts are paid for; Denise will be working on audition packets and info; they will be ready for students on January 15.

**e) Speech update: Denise**

Speech & Acting starts up again on February 11; we are hoping for a bigger group this time, as we did not bring in enough money as compared to what we spent in the fall.

**f) Fundraising update: Kim**

Our Dine & Donate is definitely set with Jimano's for January 16<sup>th</sup>. 20% of all sales from that day from their McHenry and Round Lake stores will go to the boosters.

We would like to have the painting for Donor Wall done before Spring Break.

We brought in \$732.23 from our See's fundraiser in December. It was agreed to hold a See's fundraiser once a year and we would like to keep the same timeframe for next year; with delivery before holiday break.

**g) Communications update: Carol**

We need to close down Weebly now that we are using the website through school.

Susan will send out the newsletter with the Variety Show and Jimano's info on it.

Julie and Sara will be working on a Variety Show flyer and will share it with Susan and Carol.

**h) Miscellaneous: All**

It has been decided that any positions relating to money (concessions, tickets, raffles) at events must be filled by board members only, and one of those helpers per task would be the President, Vice President, Treasurer or Secretary.

For plays and musical performances, we will be selling event tickets out in the lobby from now on and will be collecting those tickets inside the door.

Susan will be sending out a sign up sheet for the Variety Show via Google Docs for the Variety Show. Tickets will be \$5 for adults and \$3 for students.

Regarding concessions, we need to start keeping an inventory list so we don't purchase too much of what we don't need. Jenni was able to return a lot of the candy that was overpurchased for the musical.

There will be a lot of board positions open next school year; Sonya is planning on sending an email out to involved parents using the recruiting email template and Sara and Julie will put a small speech together for the 5<sup>th</sup> and 6<sup>th</sup> grade concert in March.

The boosters are ordering their shirts.

Sara is going to look at time vs. cost regarding our fine arts programs, as we are thinking of possibly raising fees for activities next year.

**i) Finance Report: Sonya**

Musical recap: we sold \$1804 in tickets (\$780 on Thurs and \$1003 on Sat). We sold \$414 in concessions (but spent \$509.34 to buy them) and brought in \$203 on the raffles.

Current account balance as of 11/30/2019 was \$10,127.03. Stipends were not locked in yet. Total interest payments came to .54; regular deposits were \$7,025.70. December debits came to \$2,465.66, December checks cleared were \$9,031.69 and outstanding checks came to \$35.00.

The following checks were written between meetings:

Check #1661 for \$7,195.00 to BHMS for Fall Stipends.

Check #1662 for \$738.00 to BHMS for Auditioned Choir Hoodies.

Check #1663 for \$35.00 to Billy Fleming for Musical Volunteer Check Refund.

Check #1664 for \$83.42 to Amy Cruz for Auditioned Choir Party/Musical Items.

The following checks were written during the meeting:

Check #1660 for \$22.56 to Sonya Dickson for Printer Ink Reimbursement.

Check #1665 for \$36.05 to Randy Boesch for Set Materials.

Check #1666 for \$605.26 to Kim Christesen for Photobooks.

Account balance after tonight's meeting is \$9,463.16.

**j) Public Open Forum: All**

**V. Adjournment**

Meeting adjourned at **8:54pm**. Carol motioned to adjourn; Sonya seconded the motion – all approved; motion carried.

Minutes submitted by: Secretary Lisa Gvozdev