

Big Hollow Middle School Fine Arts Boosters

Meeting Minutes

Tuesday, March 3, 2020

I. Call to order

Susan Gaedtke called to order the meeting of the **Big Hollow Middle School Fine Arts Boosters** at **7:39pm** on **March 3, 2020** at Big Hollow Middle School in Ingleside, IL.

II. Roll call

The following persons were present: President Susan Gaedtke, Vice President Sonya Dickson, Secretary Lisa Gvozdev, Coordinator of Volunteers Carol Baker, Director of Fundraising Kim Christesen, Director of Plays & Musicals Amy Cruz, Director of Art Club Sessie Carlson (7:44), Director of Band Casey Torrey and Teacher Liaisons Julie Dee (Choir), Denise Maifield (Theater and Speech) and Dan Knowles (Band).

III. Approval of minutes from last meeting

Carol motioned to approve the minutes of the February 4 meeting; Sonya seconded the motion - all approved; motion carried.

IV. Updates

a) Choir update: Julie

Music in Our Schools is to be held at Grant on Saturday, March 14 from 2-5pm, with a performance at 5pm. There were too many conflicts with sports and other things so this will not be held on a Saturday again in the future.

Wednesday, March 18 is the 5th and 6th grade concert in the gym; we are able to get into the gym at 4:30 for setup and any help would be appreciated.

Show Choir is busy learning lots of choreography. Last year Lindsay was paid \$300 through the boosters for her choreography work. Next year Julie would like to see if she can possibly be paid through the school instead.

b) Band update: Sara

Beginning Jazz Band starts this week with a few more kids than last time.

Sara will be promoting the instrument drive; she has a sheet ready to hand out at the concert on the 18th.

We will be holding our community band concert on April 7 from 3-4pm. Casey has been contacting various senior centers in the area to invite them.

c) Art Club/Set Crew update: Julie

NJAHS is busy working on sets for the play; we need to check on how their donor wall work is coming along.

d) Theater update: Denise

All play fees except for 1 cast member and 3 backstage crew members are in.

Denise is considering possibly getting rid of the two free tickets per student, moving down to 1 free ticket, or even offering discounted tickets to get the cash flow coming in again.

The parent volunteer sheets will be out soon. Susan will be putting out the boosters sign-up sheet, which includes concessions, tickets and the 50/50 raffle. Carol will be putting out the sheet that will go to all other parents.

We will be using Rylan Art's t-shirt design. We need to get that to Tad.

e) Speech update: Denise

Ten more t-shirts are needed; no scholarships are needed this semester.

Two summer camps are scheduled for June; a 1-week camp to be held June 8-11, and a 2-week camp to be held June 15-18 and 22-25. Both camps will be held from 9:00-11:30 and there will be busing for both. The 1-week camp fee will be \$80; the 2-week camp will be \$160. The budget will need to be approved, including gift cards and scholarships as well.

f) Fundraising update: Kim

Donor wall samples are ready for the concert on the 18th.

The Culver's sign-up sheet for the 11th will be resent out.

We made \$452.27 on our Jimano's Day, and we are planning another one for hopefully a Thursday or Friday in April.

We are planning our ice cream social for May with \$3 preorders and \$4 sales at the door. We have confirmed the price and will be making .50 on each mix and \$1 on each plain that is ordered.

A Savers fundraiser was mentioned, and we are thinking about doing a soft goods collection on Saturday, May 2. Instead of getting a truck, we will use one of our buses and call it "Fill the Bus" or something similar.

g) Communications update: Carol

Jazz band and Culver's info is already out on facebook and twitter.

h) Miscellaneous: All

We are going to communicate to parents to come and join us for a meeting; hopefully we'll have some interested parents sit in on our April meeting.

Susan called BMO Harris Bank and discussed having a credit card system with them. Their fees are as follows: \$80 for the slide machine, \$10 a month and .30 per transaction, which was decided to be too costly for us. Venmo with next day deposit is free; Dan is willing to volunteer to help set this up for us. Sonya brought up a good point; she would like to see the treasurer have his or her own email in the future.

Sonya also gave us a heads up on our Quick Books. Our add-on services will be discontinued after 5/31/20 and the cost to upgrade will be \$299.95. She is not sure how long that will be good for. She is going to look into things and have more info on this at the next meeting.

i) Finance Report: Sonya

Current balance as of 2/29/20 was \$10,190.63.

Deposits were as follows: Jan interest, .36; Feb interest, .45; Jan deposits, \$1,973.00; Feb deposits, \$6,792.27; Sam's Club Return Credit, \$120.62; Amazon Smile Credit, \$40.73.

Debits were as follows: Jan debits, \$5.99; Jan cleared checks, \$798.87; Feb debits, \$53.58; Feb cleared checks, \$224.00; Feb outstanding checks, \$156.39.

The following checks written between meetings:

Check #1667 for \$100.00 to Tad Grabnik for Auditioned Choir Hoodies.

Check #1668 for \$224.00 to BHMS for Jazz Band Hoodies.

Check #1669 for \$86.40 to Quinlan & Fabish Music for Spring Jazz Band.

Check #1670 for \$69.99 to BHMS for Auditioned Choir Jr. Sheet Music.

No checks were written during the meeting.

Account balance after tonight's meeting is \$10,190.63.

j) Public Open Forum: All

None.

V. Adjournment

Meeting adjourned at **9:30pm**. Amy motioned to adjourn; Casey seconded the motion – all approved; motion carried.

Minutes submitted by: Secretary Lisa Gvozdev