

Big Hollow Middle School Fine Arts Boosters

Meeting Minutes

Tuesday, April 21, 2020

I. Call to order

Susan Gaedtke called to order an emergency virtual meeting of the **Big Hollow Middle School Fine Arts Boosters** at **7:34pm** on **April 21, 2020** via Google Hangouts.

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 Plays & Musicals Amy Cruz, Director of Art Club Sessie Carlson and Teacher Liaisons Julie Dee (Choir), Sara Kumpula (Band), Denise Maifield (Theater and Speech) and Dan Knowles (Band).

Guests present were Kim Carpenter, Elizabeth Russell, Laura Sovsky and Lauren Chrzanowski.

III. Approval of minutes from last meeting

Sonya motioned to approve the minutes of the April 7 meeting; Carol seconded the motion - all approved; motion carried.

IV. Updates

a) Finance Report: Sonya

We will need to reevaluate our expenses since we are a non for profit.

We currently have \$17,298.88 in our account, as the school took care of our spring stipends this year.

Sonya did not deposit any of the activity fees from March. There were 17 checks that were not deposited and 23 fees that had not paid yet. After talking to our accountant, we have decided to shred the checks that have not been deposited and refund 100% of the checks that have been cashed for all spring activities. A total of \$6,259.00 is to go back to families, leaving \$11,039.88 in our account after all is paid. We will get the needed names and addresses from school and will be working on sending out these refunds in the next few weeks.

Quickbooks do not need to be updated.

b) Choir update: Julie

Curricular choir has been meeting a grade a day; Eighth grade has a graduation song that they have been working on that they want to put together.

Show choir has been meeting on Fridays and they are planning on recording a video. Julie confirmed that we will give Lindsay Brillion a \$300 check for her work with the show choir choreography. This is already in our budget.

c) Band update: Sara

5th and 6th grade curricular band has been doing individual sessions and 7th and 8th grade has been meeting in small groups.

8th grade has been working on a piece that was originally for the spring concert. They are thinking of recording parts and putting a video together.

Upper jazz band has been meeting on Friday mornings and may be putting a video together; as of right now, they are not sure about the video yet.

d) Art Club/Set Crew update: Julie

The boosters are not responsible for handling any payments or refunds for NJAHS.

Julie is going to talk to Cory; they will most likely be doing a virtual meeting for closure for NJAHS.

e) Speech update: Denise

S & A has been meeting on Tuesdays for 40-60 minutes; they met virtually with S & A coaches and captains from Grant today.

It is not mandatory, but the S & A students are working on recording monologues and will put together a showcase.

T-shirts are currently floating around somewhere; they will get distributed to students eventually.

f) Theater update: Denise

Denise has decided to cancel the play and send the rights back. We will use the props and costumes to reuse at a future date.

Backstage crew was never able to meet, so their checks will be sent back.

Denise is looking at putting together a virtual summer camp. She is looking at doing hour long sessions and is discussing this with Lindsay.

We will not have play t-shirts; they have already been sent back.

g) Fundraising update: Kim

We are going to hold off on the Savers fundraiser but will continue to pursue it for the future.

h) Miscellaneous: All

Susan will work on the email that will go out regarding fees being refunded and will share with those running activities by tomorrow.

As of right now, the eighth grade graduation committee is not requesting their usual \$200-\$250 donation from the boosters, but it is in the budget if needed.

As for board positions-we will not be meeting on April 28, so our next meeting will be May 26, virtually again. Sonya will help with the treasurer position but is interested in boosters president next school year. Sessie will be happy to switch to whatever position is needed. Susan will do whatever she can to help with the new positions.

i) Communications: All

After emails have been sent out to everyone regarding refunds, we will set up a different post to go out on facebook. We need to word our post carefully, as this is our main form of PR.

Booster members are asked to continue posting positive pictures, etc.

We had discussed a monthly newsletter and we will forgo this for now.

j) Miscellaneous: All

Sara mentioned possibly having a fine arts picnic in the summer. She will look at dates.

We are going to send a thank you note to the administration for paying the boosters' spring stipends for this year.

Sessie has the black heat transfer vinyl at her house.

New guests at the meeting introduced themselves at this time.

V. Adjournment

Meeting adjourned at **8:49pm**. Sessie motioned to adjourn; Sonya seconded the motion – all approved; motion carried.

Minutes submitted by: Secretary Lisa Gvozdev