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# EHS Orchestra Booster Board Meeting Minutes

November 30, 2016

7:00 p.m.

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| Board Members Present | Ruth Striegel, Orchestra Instructor  Tami Baker, President  Paco (Paul) Estrada, Vice-President  Mary Williams, Treasurer  Kerianne Gardner, Secretary |  |
| Time | Item | Owner |
| 7:05 – 7:10 | Approved last meeting minutes; Paco motioned to approve and Mary seconded. | Kerianne |
| 7:10 – 7:20 | Old business (estimated 10 minutes per item):   * **Banquet Review** (Paco/All): Paco will meet with his contact at Courtyard Marriot this Friday to arrange the contract and menu. He will find out how much and when we need to put down a deposit. * **Copywrite Law Follow-up** (Ruth): No new information after Ruth consulted with her composer friend who confirmed the information and process we had discussed at the last meeting. **Action:** Ruth will pursue securing the necessary copywrite licensures. * **Middle-school Chamber Orchestra Tour** (Wednesday, January 25th 7:30 a.m.): **Transportation:** Tami reported that response was poor for parents willing to volunteer to transport instruments. Therefore, she sent an email to all APS approved bus providers to inquire about the price of coach buses (the necessary sized bus to transport instruments and students); Albert Sanchez and Herrera were the most competitively priced at $325 and $553, respectively. The board agreed to go with Albert Sanchez**. Action:** Tami will follow up with Albert Sanchez and Ruth will obtain the purchase order. **Order of Tour stops:** 1. Hoover 2. Eisenhower 3. Jackson 4. Lovelace 5. Bear Canyon Estates? **Action:** Kerianne will talk with Erika Costello at Bear Canyon Estates and provide Ruth’s contact information. | Ruth/All |
| 7:20 – 7:30 | **Goodwill Donation Opportunity and Eagle’s Closet food drive**   * Mary provided the W-9 (thanks to Legalzoom.com’s free help) * Paco secured the donation bins from Goodwill; they will be dropped off on December 10 at the south lot and donations will be accepted from 9:00 a.m. until 1:00 p.m. Food and monetary donations for the Eagle’s closet will be accepted at the concert. Especially helpful are instant/ add water type lunch foods, like Kraft Macaroni and Cheese individual cups and Cup-O-Noodles. * These donation opportunities will be promoted at the December 8th concert; flyers will be made and sent home with students and a notice will be posted at SchoolDude. * The Goodwill drive is mutually beneficial; it affords opportunity to give back to the community while earning funds. | Paco |
| 7:30 – 7:40 | **Flat Screen TV for Orchestra Room:** As reported at the November meeting, Ruth found a 70” flat screen for $1298; Dave Chavez said he will mount the TV for no extra cost. After reviewing the treasurer report and reviewing the bank account, it was determined that there are adequate funds to pay for the flat screen TV right now. We assessed the upcoming expenses and considered the income that will be coming in from Sweets and Suites, the Talent Show (on February 2) and the Goodwill drive. After careful consideration, the board determined that it would be acceptable for Ruth to go ahead with the purchase of the TV. Kerianne motioned to approve and Paco seconded. All approved. | Ruth/All |
| 7:40 – 7:45 | **Treasurer’s Report**: Checking has $481.26 and Savings has $2395.98 for a total of $2877.24. Signers for the checkbook will be updated at 11:30 a.m. on December 2 at Nusenda Credit Union at Uptown. Paco and Kerianne will meet Mary there. **Action:** Former board members, Kathy Hobbs and Liz Ziegler, will be removed from the signature card and Paul Estrada, Vice-President, and Kerianne Gardner, Secretary, will be added to the authorized signature card. Paco motioned for approval and Mary seconded. All approved. | Mary |
| 7:45 – 7:50 | Upcoming…  **Talent Show** February 2, 2016: Auditions will be afterschool on January 17 and 18; Paco is willing to be there both days. **Action:** Paco will check to see if he has a flyer from last year and will update that or create a new flyer. Ruth will begin recruiting/ contacting judges (some ideas include Ms. Escobedo and Mr. Seckler), with exception for Misty Horning, whom Paco will contact. | Ruth/All |
| 7:50 – 7:53 | **T-shirt Order:** The original t-shirt order arrived November 4, in time for the Yearbook photos, but errors were discovered. Some students did not get the right shirt and two students were left off the roster. Cindy offered to make corrections; she recently emailed Ruth to let her know the corrected order is almost complete. Corrected T-shirts will be provided for the two kids who were left off of the first order; and the correct shirt will be provided to those who did not yet receive the right shirt. | Ruth/All |
| 7:53 | **Adjournment;** next meeting is on January 18, 2017 at 7:00 p.m. |  |