# EHS Orchestra Booster Board Meeting Minutes

September 28, 2016

7:00 p.m.

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| Ruth Striegel, Orchestra Instructor  Tami Baker, President  Paco (Paul) Estrada, Vice-President  Mary Williams, Treasurer  Kerianne Gardner, Secretary  Bill Ericson, Booster member |
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| Welcome and introductions; Bill Ericson attended as a booster member. |
| Approval of last meeting minutes/ seconded.  Review of By-laws; Ruth and Tami made suggested edits to the by-laws as we discussed. The Major suggestions included:   * Delete Article II, Section 2. * Clarify Ruth’s position will be referred to as “Orchestra Instructor” (in Article III, Section 2 and Article IV, Section 2) * Article III section 5: clarify the description for what the treasurer does; Present a current financial statement upon request or by June 30th to EHS bookkeeper and/or principal. * Article III, section 9: Delete “Good Standing” requirement. * Article IV, section 3 Budget: Maintain fidelity bond from a licensed insurance company (delete $2500 minimum). * Article IV, section 4: Discussed whether all board members should continue to be signers on account and the need to update the bank account to reflect current board members. Also discussed whether to keep the requirement for two board members to sign each check. After discussion, it was decided to leave section as written; **Action item**: Update signers on Bank account. Old board members (Kathy Hobbs and Liz Ziegler) will be removed while Paco Estrada and Kerianne Gardner will be added. Tami will request to receive duplicate bank statements. * Article VII, section 1: Quorum was extensively discussed and the necessity of such requirement was questioned, since the booster organization and board is such a small group. The discussion was tabled and requires future follow-up to resolve. **Action item**: Continue discussion of Quorum via email discussion. * Article IX: Note that By-laws were last revised on September 28, 2016. |
| Homecoming booth (October 10 from 4:30 to 6:30)  Plinko Update:   * Paco agreed to be the adult present at the booth to oversee students running the game. * Whether or not to sell other items was discussed (Arnold Palmers- lemonade and tea, hot cocoa with marshmallows) * Have a putting green, too? Earn drink coupons by winning? * Paco will buy the candy for prizes; make sign and get the lemonade and/or tea * Ruth will get sign-ups from the students to volunteer at the booth. |
| Food   1. October 4th Concert: Discussed whether to have food in lobby and decided it would not be a good idea at this time. 2. Sectional Lunches: These were only in September; came up with the idea for the Booster to host a 30-minute Fall Carnival on October 31; students can wear costumes; Cheesecake Factory gift card for best costume; Booster will provide pizza and cupcakes; Action item: Tami will make a flyer and send out an email soliciting donations of pizza and cupcakes. 3. Soup Supper: discussed whether to reschedule and discussed logistics of how and when; decided not to pursue the event at this time. |
| Orchestra Shirts for Parents:   * $12 each (2XL and 3XL cost $3 extra, but that is still covered by the $12 we are charging to parents) * Forms sent home with kids; limited extras available * Table at concert for families to order shirts |
| Videographer   * Reviewed contract; discussed merits of hiring Alyssa; learned it would be an excellent deal (from a parent who also has the ability to film concerts) * Agreed cost would be $20 per DVD for all 4 concerts * Sell at the banquet |
| All-State Auditions   * Friday, October 21, 2016 in the afternoon at AYS building on Menaul * 11 kids are going * Carpooling; not busing |
| Committee Reports   1. Last Year’s Income and Expense Report (Mary)/Budget (Tami): reviewed and clarified; reported on what was spent and what is left; explained that its purpose is to provide a general guideline for what to expect and where we are headed. 2. Fundraising (Paco):  * Paco reported that Camp Oroquay’s cost is $15 per person which includes activities only, not meals. It is an all-day activity. We would need busses for transportation. It was agreed that this is not a realistic expense for our booster. * Fundraising/grant goal of providing updated technology to replace chalkboard for Ruth; possibly a 65” interactive screen (the next thing after promethium boards); cost is about $1000. Discussed installation fees and logistics. Ruth will also be applying for the APS Horizon Grant. * Goodwill Drive: discussed when and logistics; decided to host over election day (“Make your garage great again”, “Political cleanup”). Discussed where: Northside, South end of PAC lot; dirt lot by softball fields * Funds raised can also be used to buy down the cost of the end-of-year banquet.  1. Banquet: May 5, 2016 (Cinco de Mayo)  * Discussed Four Hills contract $28 per person or SW buffet $24.50 per person ($1.50 less if bring own cake); not sure if gratuities and room fee is included. Carol Crist is contact. **Action item:** Tami will find out if gratuity is included. * Compared it to Hotel Elegante’s price of $16 per person with room fees and gratuities included. * **Action items**: Paco will check on Courtyard; Kerianne will check on Embassy Suites. * Discussed other possibilities, like El Patron, Sandiagos, but Cinco de Mayo date will likely impede reservations |
| Adjourned at 8:45 p.m.  Next Meeting is on October 26 at 7 p.m. |