DV CHOIR BOOSTER MEETING – Minutes (via recorded Zoom)

4/17/23

I. CALL TO ORDER (Monica)

1. The virtual meeting was called to order @ 7:10pm

2. Present: (officers) Monica Gellman, Pres.; Carly Klessens, Co-Volunteer Coordinator; Jenniffer Jarvis, TB Rep.; Meg Palermo, Choir Director (joined later at 22:54 mark, of video recording).

3. Lonna called out sick (so meeting is being recorded).

4. Skipped introductions, as it was just the 3 Booster members

II. MINUTES (Monica)

1. Monica Gellman moved to approve the minutes from the last meeting, with a second by Jenniffer Jarvis, third by Carly and all in favor.

III. FINANCIALS (Jason)

* 1. Check written to DV from Choir Boosters was “stacked” when it was deposited with another check (on the bank end), so amount didn’t match up, but Jason got it all taken care of now.
	2. Banquet discussion (for later)
	3. Copy machine, that we share with C building, we get charged for and we will be billed coming up.
	4. Monica moved to approve financials, with a second by Jenniffer, third by Carly and all in favor.

IV. DIRECTOR REPORT/UPDATE (Meg)

* 1. Announced her departure at the end of this year. She is going back to school for her Doctorate. Didn’t intend to announce just yet, but her position has been posted by District and people started seeing it, so she went ahead and told students today.
	2. Banquet: Starts at 6pm on 5/19. Which students are covered, are we covering Seniors, how much to charge the other students and manage the tix (Google form or sign-up)? Hawaiian food, theme and décor to go with that, Carly to help with décor again and another parent recruited to help her. Monica did the math and talked to Jason about it, Foothills raised prices. With tax and tip it will be $28.30 (last year was $24.50). Monica proposes we cover Seniors and charge Fresh, Soph and Jr’s, $25 this year (last year was only $20). Adults or non-choir student, $30. Boosters will talk about if there are any requests brought to us for special circumstances/financial help. Meg suggested and Monica agreed, to look at other venues for next year. Monica recreated Google form for RSVP, with deadline of 9-10 days before banquet. 125 in Choir program right now. Guessing somewhere around 90 to RSVP for banquet. Carly suggested a photo booth option (will look into). (ACTION ITEMS)
	3. Amanda took over Senior Boards from Sophia.
	4. Prepare to get Volunteers for POPS, with Sign Up Genius. (ACTION ITEM)
	5. POPS – Intermission…do we want 10 or 15 minutes? Monica needs to ask about Posters for Seniors. Is Council doing the programs? Who is doing the tickets? (ACTION ITEM)
	6. Band Members are NOT vendors, so that will be an expense.
	7. Event on 4/29, last big fundraiser, Vintage Sale…we need to figure out advertising for it. Need Parents (3-4) to help with: set-up and clean up to take to Goodwill, price negotiation and sales (cash box). Set up at 7, sale 8-1, shut down by 2pm.
	8. Elections - see below, under VII. New Business, #3
	9. Graduation - A Cap performing Armed Forces Salute and Jaz Mad bookends with National Anthem and the Alma Mater.
	10. Uniform turn-in is this week…Wed/Th, afternoon and Wed/Fri morning (dirty…do not need to be dry cleaned, if turned in on time). If late, they need to have them dry cleaned themselves. Get a dad or 2 and a truck and take to Legend Cleaners.
	11. Meg is OK w/asking the audience to dress on theme (see below, VII. New Business, #1, f)

V. THUNDERBOARD REPORT (Jennifer Jarvis)

* 1. Last meeting was 3/27.
	2. Budget draft to be sent out from TB to vote on Surplus ($12,000), on how it was going to be spent. They would like to keep 1 years’ worth of fixed expenses which is around 6K. Note: for 23-24, looks like a $2,100 deficit (5K in revenue & estimate $7,100 expenses).
	3. Ideas to use for the surplus: Scholarship to use space. Spirit Events - paid for sports or club events, so students can go and support our clubs and sports. Give back to clubs. Seating in the courtyard (Principal White’s suggestion). \* A poll will be going out to vote and then added to the budget. Watch for an email that will allow for everyone to say what they want (a consensus) to vote on, at the next meeting. Anyone can go to vote or just let Jenniffer know if there is a certain way we want to vote as “Choir” and she’ll make sure she puts it in as the Choir vote.
	4. Choir Projection Fee…$300 for 23-24 year.
	5. Booster Club Reminders…Send meeting minutes after nominations, elections, and approvals of budget (transparency). (ACTION ITEM) \*Based on policy and procedures you can do elections virtually and/or using a Google form (best practice – LIVE). Please assure that parents are given ample notice regarding nominations via email and other forms of communication your team/club uses. This should also include 2 weeks or more for nominations, and specific details of when the election meeting will be held, including date/time/location.
	6. Highly recommended to add info about any Booster/Parent Meetings and Election Meetings to the Daily Bolt
	7. Please, also be sure to add ANY Meeting Minutes from the last year to your website. (ACTION ITEM)
	8. Next & last meeting of this school year is 4/24 (Nominations for officer and voting on budget)

VI. OLD BUSINESS

* 1. This was brought up in last months meeting… Chase White family made $3k donation for NY trip, Meg would like a thank you to go out the family. Video, card, pix?? If video later, follow up with district office/board. Was this done? (ACTION ITEM)

VII. NEW BUSINESS

* 1. POPS is May 12th

a. Lonna to purchase snacks for choir students.

b. Monica to check with Meg about paying for musicians (usually brings in a good amount of musicians that are not vendors, so we need to prepare for that expense).

c. Silent Auction Baskets…Jenniffer offered to put them together. Monica will get what we have, over to her. Meg needs to let parents know that there will be a Silent Auction via her newsletter/email. (ACTION ITEMS)

d. Flowers for Meg to give her at concert (she LOVES flowers).

e. We will be selling flowers. Assume Heather can do that, with Melissa to help. Carnations vs Roses – Mothers Day is 2 days later, so carnations might be better way to go as flower prices increase. Have Heather order early. (ACTION ITEM)

f. Jenniffer mentioned if we want to get word out to have friends and family to dress up based on the theme, as well? Monica suggested we ask Meg (see above, Meg said OK to do…would be fun)!

g. Merch tables in back of auditorium or lobby? Easier to keep an eye on things if at the back.

* 1. Chair positions/help for next year - see below, under X. Fundraising, #1
	2. Elections – Kendra Johnson, has been recruited for VP. Monica (Pres), Jason (Treasurer) and Lonna (Secretary) are staying on, as well as Jenniffer (TB Rep). We REALLY need to find someone for Treasurer to be trained by Jason, this coming year, as he will be gone after this next year, so everyone think about who might be interested.

VIII. STUDENT REPORT (Abby Gellman)

* 1. Vintage Sale information – see below ,under X. Fundraising, #2
	2. Banquet theme will be Hawaiian
1. VOLUNTEER REPORT (Carly)
	1. Need to find someone new to handle Sign Up Genuis for next year. (ACTION ITEM)
2. FUNDRAISING
	1. Carly and Monica met with Lisa Hattula (Alyssa’s grandma) and Dawn Baugh (Katie’s mom) for interest in helping Boosters next year. Lisa had some really good ideas for fundraising and has experience doing this for her church. Doesn’t necessarily want the “chair position” but is willing to help with Fundraising and Dawn will handle uniforms.
	2. Vintage Sale, scheduled for 4/29, Choir Council activity. Abby was to ask Emma if they need help from adults and location. Monica texting her for info now… (Abby joined the meeting, off screen, a few moments later); The sale to take place in the student lot and will start at 9am, there will be a group of 8 to help to set up, it will end at 1pm and there will be another group to help clean up. Jazz Mad will perform. There will be Pie To The Face, possibly Jeff being taped to a wall. It is assumed that there will be adult help needed and Abby will confirm with Emma. Still need approval from StuCo for this to happen, so no “Drop Off” location time or place has been announced, we should hear sometime this week. Carly mentioned we need to start advertising soon. Abby to ask Rheanna to help get this pushed through. Carly also mentioned adding “volunteer spots in the SUG for people to bring tents for shade and water/ice for the kids, if they don’t want to physically volunteer. She also mentioned needing signs and that she can post on FB Ahwatukee pages. (ACTION ITEMS)
3. UPCOMING DATES
	1. Next meeting, Thursday, 5/4/23 @ 7pm, via Zoom (same ID & PW going forward).
	2. Next concert, Friday, 5/12/23 @ 6:30pm (Pops – 70’s)
	3. Banquet, Friday, 5/19/23 @ 6:00pm (Foothills Golf Club)
4. ADJOURNMENT
	1. Monica moved to adjourn, with a second by Carly, third by Jenniffer and all in favor, at 8:13pm

Minutes submitted by: Lonna Henderson / Secretary