**DV Choir Booster Meeting Minutes**

Oct 14, 2020

1. **Call to Order**
	1. The meeting of DV Choir Booster was called to order at 7:00 PM on Oct 14, 2020 virtually
		1. Present: Officers present (James Martin, Monica Gellman, Jason Gellman, Sooz Rudolph, Debbie Fogel), Meg Palermo, Other members --see below.
2. **Approval of Prior Meeting Minutes**
	1. After a short review, minutes from prior meeting on Sep 2 approved- *motion to approve by Jason second by Heather. Unanimously approved.* Correction to upcoming meeting dates noted.
3. **Old Business:**
	1. None
4. **New Business**
	1. Treasurer Report/Financial Review:
		1. A summary report sent out prior to meeting including updates of the financial plan since the last meeting including the current balance on account and liabilities
		2. A a reduction in a couple of expenses (t-shirts and programs), and inclusion of the results of the 50/50 raffle and related payment that was just mailed to winner.
		3. Progress made to set up account with Chase (to enable better electronic payments) including the requirement to have a Thunderboard officer signature to set up account and authorized signatory on account (but not required for payments).
		4. No additional spending proposed at this time, but potential for Dec concert.
	2. Thunderboard meeting report: Monica and Sooz attended the last meeting. Key points were reviewed including changes to learning environment, forms and approvals for certain activities, requirement noted above for bank set up authorization. Reminder was made that students cannot participate in any way with 50/50 or similar activities.
	3. Choir Student Council update: Serena was in attendance to report back to council on Booster meeting and highlighted the upcoming shoe donation fundraiser Oct 13 – Dec16 led by Regan. Challenges to donations and pickups discussed. Chylon volunteered to roundup shoes and do pickup.
	4. Fundraising: In addition to the shoe fundraiser, the event planned at Chipotle on Oct 21 from 4-8 was mentioned.
	5. Director Report:
		1. Meg reported that the recent virtual concert was a success and received positive feedback.
		2. Meg encouraged everyone to follow DV choir Instagram account led by student social media chair for communications and updates
		3. It was noted that many t-shirts had not been picked up yet. After discussion, it was agreed to communicate to parents and set up an additional distribution time. Heather and Monica volunteered to send note to parents. Meg noted that students were available to help but encouraged student or parent pick up. Also discussed was what to do with excess t-shirts including potentially selling as fund raiser.
		4. Meg noted that there was not enough donation by parents for course fees and additional fundraising would be necessary to cover costs for virtual concert.
		5. After meetings with other Kyrene schools choir directors, Meg presented idea to have a combined concert (outdoors, masked, distanced) either at Marcos de Niza or DV. Details and planning in process. Proposed date Dec 10 or 11.
	6. Uniforms: While not needed yet, request to sort by choir and size and store would be helpful. Heather offered to volunteer with family to limit proximity to others. Meg suggested that one or two students could help or uniform volunteer, Amy Jamieson.

**References:**

Refer to Thunderboard website: <https://dvhsthunderboard.com/> for governance documents and <https://www.dvchoir.com/> for choir booster information.

1. **Action Items Recap**
	1. With Thunderboard help, open new account with Chase to transition from current account (Jason)
	2. Review budget detail line item of expenses and provide to Jason (Meg noted in chat still pending)
	3. For shoe fundraiser, connect with student rep or Meg for pickup coordination (Chylon)
	4. For Chipotle fundraiser next week (Meg on ParentVue and Monica email)
	5. Potential Dec concert (Meg)
	6. Uniforms organization (Heather)
2. **Future Meeting Dates:**
	1. Nov 4 at 7PM (using same link as Oct 14 meeting)
	2. Dec 2 at 7PM
	3. Following months: First Wed of month at 7PM
	4. Include in Agenda of Next Meeting (other than standing items):
		1. Chipotle Fundraiser results
		2. Dec Concert Planning
		3. Excess T-shirt plan

**Other coming Events:**

1. Chipotle fundraiser October 21 from 4-8PM
2. Shoe donation fundraiser Oct 13-Dec16
3. Potential concert on Dec 10 or 11
4. **Adjournment:** Meeting was adjourned by Monica around 8PM *(motion to adjourn from Debbie, Heather second, no one opposed)*

**Also in attendance:**

Heather McClain

Carly Klessens

Chylon Brigham

Serena Khan (Student Choir Council Rep)

Minutes Submitted By: Debbie Fogel