**DV Choir Booster Meeting Minutes**

April 7, 2021

1. **Call to Order**
   1. The meeting of DV Choir Booster was called to order at 7:06 PM on April 7, 2021 virtually.
      1. Present: Officers (Monica Gellman, Co-pres.; Sooz Rudolph, VP; Jason Gellman, Treasurer; Debbie Fogel, Secretary), Meg Palermo, Other members --see below.
2. **Approval of Prior Meeting Minutes**
   1. After a short review, minutes from prior meeting on March 3, 2021 approved - *motion to approve by Sooz, second by Jason. Unanimously approved.*
3. **Old Business:**
   1. See updates below
4. **New Business**
   1. Treasurer Report/Financial Review:
      1. Materials were provided by email ahead of meeting including updated bank balances, balance sheet, and income / expenses since the last update.
      2. Discussion about pending items:
         1. Chipotle check received and deposited; three other restaurant fund raisers on way
         2. Thunderboard dues lost check cancelled with $17 fee; Jason to send by Zelle or confirm way to make payment
         3. Air purifiers purchased. Printing cost paid $1k (cost within budget but high amount due to more than one year of billing).
      3. *Motion to approve Financial update made by Debbie, second by Heather with unanimous approval.*
   2. Director Report:
      1. Requested purchases:
         1. Sound Board – Cost estimated around $1500-2000. After some discussion, concluded to use the auditorium unit for now. Meg to get specific quote; discuss at future meeting.
         2. Snake – Cost estimated $450-500. After discussion and given urgency, *motion to approve purchase of snake up to $500 by Jason, Second by Debbie with unanimous approval.*
      2. Year-end Banquet:
         1. Proposal for venue at Foothills Golf Club sent by Monica prior to meeting for banquet on **April 30** from 5:30-8:30. Required safety protocols including plated dinner for $17.99 plus tax and gratuity or $23. Monica to secure space via contract after checking with district/Thunderboard for authorization. No rental cost for location with Food/Bev order. Total cost assuming 125 max attendees approx. $2500.
         2. Following discussion of venue and financials, suggested to have cost of dinner complementary for graduating seniors, $10-15 fee for other students, and at full cost for parents. Based on above venue and cost sharing, *motion to approve spend by Jason, second by Debbie with unanimous approval.*
         3. RSVP to provide first opportunity to senior, then students, then other guests. Zoey to bring to student council to coordinate and secure photo of seniors, and discuss promotions for event.
         4. Awards to be coordinated by Meg. Recognizing graduating seniors with posters. Outdoor venue will need microphone support for awards. Meg to borrow system.
         5. Planning for set up from 5:30-6:00 PM. Dinner served shortly thereafter.
         6. Monica to check with golf club on table Décor and check storage boxes for centerpieces or other supplies.
      3. Chaperones for next year: Need for district paperwork for volunteers and chaperones. Monica to send link in email.
      4. Setting dates for next school year. Meg to confirm on calendar planning with school.
         1. Ice Cream Social: Tentative date for Wed Aug 11 at 6:30 PM (second week of school)
         2. Uniform Fitting: Tentative dates of Thurs Aug 26 and Sat Aug 28
      5. Concert set for **May 12**.
         1. Planning to use school auditorium (Meg to confirm after approval). Will need parent volunteers for tickets, programs, etc. Monica to send out call for volunteers and maybe use sign-up genius. Items to plan for: Tickets for $5 charge, flowers, water, ice chests, t-shirts sale, cash box, square payments device, programs, tables/covers etc.
         2. Given time passed, Meg to ask students to check closet for concert supplies
      6. Choreographer: current volunteer not available so need to procure new choreographer (not a current vendor) for two choirs. Estimated cost of $250/choir. Following discussion *motion to approve spend by Monica, second by Debbie, unanimous approval.*
      7. Uniforms: Will not be used at concert this year. Meg will communicate coordinated attire likely choir t-shirts. Collection of prior uniforms still in process by Meg and Heather.
   3. Fundraising Update provided by Monica for Kim:
      1. Chipotle fundraiser set for 4/21/21 from 4-8 PM. Question regarding on-line orders. Monica to follow up with Kim and about year-end concert fundraising.
   4. Annual Election of Officers
      1. Call for nominations communications to be sent by Monica. Include in note opportunities to be involved in addition to officer roles.
      2. All current officers in attendance volunteered to continue in current roles.
   5. Choir Student Council – Zoey emphasized setting date and venue for banquet and offered support from council for planning and set up.
   6. Thunderboard meeting report: Monica reviewed minutes distributed ahead of the meeting. Request for $45 donation for staff appreciation discussed with *motion by Jason to approve assuming an effective way to make payment, second by Debbie, and unanimous approval.*

**References:**

Refer to Thunderboard website: <https://dvhsthunderboard.com/> for governance documents and <https://www.dvchoir.com/> for choir booster information. For choir booster site donations: https://desert-vista-high-school-choir-booster-club.square.site/

1. **Action Items Recap**
   1. Get quote for sound board (Meg) and Purchase snake (Jason Debit Card)
   2. Conclude contract (after approval) for banquet with Golf Club (Monica)
   3. Borrow Mic for banquet (Meg)
   4. Check on Décor items for Banquet (Monica)
   5. Send out email for chaperones, and call for nominations (Monica)
   6. Confirm dates with School for next year’s ice cream social and uniforms (Meg)
   7. Planning for May 12 concert (Meg); Get students to check on concert supplies (Meg)
   8. Communicate Chipotle Even on April 21 fundraiser (Meg/Monica)
   9. Ask Kim about Chipotle on-line and concert fundraising (Monica)
   10. Donation to staff appreciation lunch (Jason)
   11. Create draft budget for next school year (Jason/Meg)
2. **Future Meetings:**
   1. Next meeting: May 5 at 7PM
   2. Include in Agenda of Next Meeting (other than standing items):
      1. Year-end Concert planning, volunteers
      2. Budget for next year
      3. Officer elections
      4. Dates for next year’s ice cream social and uniform fitting

**Other coming Events:**

1. April food fundraiser at Chipotle – April 21
2. Year-end Banquet – April 30
3. Concert – May 12
4. **Adjournment:** With no other business or objections,meeting was adjourned by Monica around 8:15 PM

**Also in attendance:**

Heather McClain (Uniform Chair)

Zoey Monnissen (Student Choir Council Rep)

Minutes Submitted By: Debbie Fogel