**DV Choir Booster Meeting Minutes**

Dec 1, 2021

1. **Call to Order**
	1. The virtual meeting of DV Choir Booster was called to order at 5:07PM on Dec 1, 2021.
		1. Present: Officers (Monica Gellman, President; Chylon Brigham, VP; Jason Gellman, Treasurer;), Meg Palermo, and Heather McClain), other attendees see below.
2. **Approval of Prior Meeting Minutes**
	1. Minutes from prior meeting were distributed in email by Debbie. *Motion by Jason to approve, second by Carly with unanimous approval.*
3. **Old Business:**
	1. Finalize plans for winter concert (see in Director’s report below)
	2. Meeting schedule adjustments (See notes in coming events)
	3. Thunderboard rep (See below)
4. **New Business**
	1. **Treasurer Report/Financial Review**:
		1. Dues payments: Slower volume so mostly in and as expected. Approximately 135 partially or fully donated.
		2. Vox sweatpants Updated cost of $335.97 with receipts of about $285; so, a deficit of about $51 to be covered by boosters. (See motion below for overall financials and plan)
		3. Copier charges: Estimated usage $1229.50 above initial budget but consistent with prior years. *Motion to make payment to band for copies and increase budget to cover this payment up to $1350. Second by Heather with unanimous approval.* Jason to pay by Zelle or other form of payment.
		4. CA Disney Trip: Planning discussion about student deposits of $250 (preferred by check or Zelle, or by Square if fees are covered by payor. Jason to set up fee in square for $258 to include fees) to be collected and deposited and used to cover trip fees paid to World Strides and bookstore who pays some of the bills for trip. Jason to track fees and payments.
		5. Hollywood trip from prior school years: After many months of attempts to contact or refund will transfer as donation to general fund except for one student with sibling entering choir next year.
		6. JazzMad Trip Room reservations for travel: District required to book hotels with approved vendors. Potentially will cancel reservations made by Jason. Rooms to be paid by tax credit.
		7. *Motion by Carly to approve financials. Second by Heather with unanimous approval.*
	2. **Director Report**:
		1. CA Disney trip: Using company (World Strides approved vendor) to plan trip as in the past. District approval application planned once students confirm and pay deposits. Total price dependent on number of students traveling to share costs. Meg to follow up on price once student count known. All in expected to be around $600 per student. Chaperones will be granted some discount for supporting event. Need chaperone volunteers – Meg to send email to parents. Heather offered to chaperone if needed (Need three women and two men). Meg to check who volunteered already (Carly?) and provide info to Jason.
		2. JazzMad Trip: Short of bus drivers so risk will need two vans so might cost more. Hotel onsite so no bus needed during trip.
		3. Honor choirs: All State Jazz Choir (January) & Regionals (Jan 21-22): Need volunteers at DV. Band and orchestra doing food. Choir boosters help direct visitors. All honors students participate. April all state if students accepted.
		4. Acap/Vox: Az Choral Educators State Festival in April follow up from already qualifying.
		5. Winter concert: Next Thursday Dec 7.
			1. Program will be virtual with QR code.
			2. Monica noted sign up genius done for volunteers. Positions included from list of needs from prior concert. Shifts are only one-hour and won’t miss concert performance. So far two volunteers. Monica to edit/correct for extra shift on sign up genius.
			3. Tickets purchased at bookstore in person. Holiday tickets in transit for delivery by Dec 2 to Monica who will bring to school. The tickets are memoirs and won’t be kept by ticket takers.
			4. Poinsettias: Use tickets/vouchers for purchase on site. Discussion about flower procurement and prices. Need about 20 flowers for stage decor. Heather to follow up on purchase. Carly to set up on stage.
			5. Monica accompanist for choir at concert and will announce flower sale and request for volunteers.
			6. Tables: Meg to request from facilities two tables inside auditorium.
			7. Student Snacks: Chylon to buy bananas and use existing snacks in room and buy extra water.
			8. Other sales: Flowers/Roses and T-shirts. New t-shirt extras to sell for $10.
			9. Raffle: Set up for 50/50 to be done on-line. Monica to set up.
			10. Monica to send email to go out about again about signup genius for volunteers, and raffle.
	3. **Fundraising:**
		1. No restaurant nights for Dec with the holidays.
	4. **Student report:** Time restrictions for student council activities and fund raisers for both presidents and everyone. Follow up by Meg with council.
	5. **Thunderboard Update:** No attendance at last meeting. Monica asked to volunteer for a rep position.
5. **Action Items Recap**
	1. Purchase poinsettia flowers for winter concert (Heather)
	2. Request tables from facilities (Meg)
	3. Arrange snacks for students at Dec concert (Chylon)
	4. Refer percussionist to Meg for concert (Chylon)
	5. Set up on-line raffle (Monica)
	6. Request again for chaperone volunteers using ice cream social volunteer list (Meg/Monica)
	7. Look into Remind App for fundraisers (tbd)
	8. Send Email to parents about Thunderboard rep volunteers (Monica)
	9. Track deposits for Disney trip (Jason)
	10. Email to request chaperones for Disney trip and then provide info to Jason (Meg)
6. **Future Meetings:**
	1. Next meeting: **Jan 12 at 7PM** (Virtual)
	2. Future meetings first Wed of calendar month, by google meets at 5PM
	3. Include in Agenda of Next Meeting (other than standing items):
		1. Future trips, concerts, banquet planning

**Other coming Events for this school year** *(note calendar link at DVchoir.com to add to calendar):*

1. **Second Choir Concert: Dec 9**
2. **Regional auditions at DV January 21-22**
3. **Feb 10-12 Jazz/Mad Trip**
4. **Third Choir Concert: March 1**
5. **CA Disney Trip: March 25-27**
6. **Pops Concert: (May 2-5 tbd)**
7. **End of Year banquet: Tentative for May 13, 2022.** Monica to check on availability with Foothills Club given specific date required.
8. **Adjournment:** With no other business or objections,meeting was adjourned by Monica around 6:25PM

**Also in attendance:**

Carly Klessens, C. White (partial)

Minutes Submitted By: Debbie Fogel (from recording)

**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/>. For ways to donate including tax credit forms and payment: https://www.tempeunion.org/domain/72 . For Zelle payment info to Choir booster account use email address: dvchoirtreasurer@gmail.com (the payee will read Desert Vista High School Thunder Board)