**DV Choir Booster Meeting Minutes**

Jan 6, 2021

1. **Call to Order**
   1. The meeting of DV Choir Booster was called to order at 7:00 PM on Jan 6, 2021 virtually
      1. Present: Officers (James Martin,Co-pres; Monica Gellman, Co-pres; 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 Nov 4 approved - *motion to approve by Monica second by Kim. Unanimously approved.*
3. **Old Business:**
   1. None
4. **New Business**
   1. Treasurer Report/Financial Review:
      1. A summary report was sent out prior to meeting including updates since the last meeting and current balance on account and liabilities.
      2. Expenses included poster spend.
      3. Discussion on status of donations. There were a few over the last month but still below where expected so fund raising efforts continue. Fees to be discussed again and potential email once semester plan clearer. Tax credit for 2020 still available until April 1, 2021.
      4. Opening of Chase bank account in progress. New account to avoid fees currently incurred with square.
   2. Director Report:
      1. Recently completed recruitment video to be used with incoming freshman and others. Can be used broadly. Asking others to share video. Discussion on middle schools with recruitment efforts. Currently scheduled at Altadena. Suggestion to include Horizon, Basis, and Akimel. Link for video: https://drive.google.com/file/d/13lAJmZ9Sc3jok5DGxtjHGjJ-B9SCaYY9/view?usp=sharing
      2. Posters acquired to be used for graduating seniors. Timing and approach discussed including student rep input. Batch purchase required; discussion on using extra posters for fund raising.
      3. 3Q choir classroom activities: Fall and winter virtual concerts went well. Likely not moving forward with virtual concert for spring due to multiple factors. Classroom time now varied by day such as choral arts, technical skills and performing. Live/in-person activities (e.g. outdoor singing, mixed choirs, concert) after school being considered within district/school policies.
      4. Year end planning: Likely traditional banquet not possible. Planning for outdoor event or something to celebrate to be discussed at future meeting.
      5. Scholarships: Topic raised for consideration and discussion in future.
      6. Uniforms missing still from prior year. Some from students no longer at DV or not in choir. Meg to provide list of outstanding uniforms or other apparel or items. Emails and phone calls to be made to students/family by Executive Board. Contact data may need to go to boxes with prior year uniform forms. Normally late returns should be dry-cleaned before returning. To be charged at bookstore after efforts to collect items.
      7. Student shoes fundraiser: Successfully met minimum goal to avoid cost and now expect funds. Date extended so still accepting shoes.
   3. Thunderboard meeting report: Nothing to report
   4. Choir Student Council update: Nothing to report
   5. Fundraising:
      1. Opportunity for fundraiser with Mod Pizza and Panda Express. Kim to coordinate day and time. Discussion on optimal timing and day of week likely Feb-Apr range on Tues-Thurs.
      2. To assist with fundraising, new spreadsheet created to include detail of different funds and usage. Monica to send out google forms link. Once details completed, can be used to create external marketing document for messaging.

**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. With Thunderboard help, open new account with Chase to transition from current account (Jason)
   2. Collect remaining shoes for fundraiser (All)
   3. Get estimate and details on air purifier for classroom (Meg)
   4. Share/use recruitment video (All)
   5. Determine in-person activity plan (Meg)
   6. Contact other Middle Schools for recruitment (Meg)
   7. Send out late uniform/items list to Exec Board (Meg). Contact student/family to coordinate return (Exec Board)
   8. Work on Mod Pizza and Panda Express fundraisers (Kim)
   9. Read spreadsheet on funds and spend and provide edits to Monica/Heather (All)
2. **Future Meeting Dates:**
   1. Feb 3 at 7PM
   2. Following months: First Wed of month at 7PM
   3. Include in Agenda of Next Meeting (other than standing items):
      1. Donations/fees after plan for semester clearer
      2. Extra Poster and T-shirts usage
      3. After-school/volunteer in-person choir activities
      4. Year-end celebration
      5. Past-Due uniform collection progress
      6. Scholarship idea
      7. Shoe fundraiser results

**Other coming Events:**

1. Panda Express fundraiser –tentative for Jan 29 from 10:00 am to 9:30 pm
2. Mod Pizza Fundraiser –tentative for Feb 18 from 10:00 am to 10:30 pm
3. Year end celebration - tbd
4. **Adjournment:** Meeting was adjourned by James around 8:15PM *(motion to adjourn from Jason, Kim second,, no one opposed)*

**Also in attendance:**

Kim Hicks (Fund raising Chair)

Serena Khan (Student Choir Council Rep)

Minutes Submitted By: Debbie Fogel