

# Jacobs High School MUSIC BOOSTERS

## General Meeting Minutes - October 20, 2020

### Attendance:

Linda Blackman, President Kevin Kuphal, Treasurer Robin Oakes, Secretary Dawn Quast Jennifer Parker, Director Choir Terry Foster, Director Orchestra Laura McMahon	Joseph Benoit Laura Thiesse Nancy Barrett, VP Choir Janet May Jackie Gillespie Stokland	
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### I. Meeting called to order

### II. Approval of Agenda:

Motion by Dawn Quest, second by Robin Oakes

### III. President's Report – Linda Blackman

#### Fundraising Update -

- 1) Spirit wear ordering is open until October 30th. To date we have \$32.00 in fundraising from purchases. The store is closing on the 30th as items will not be printed until the store closes. We make \$2.00 on each item ordered. We currently have orders from nine people.
- 2) Boon Supply - The site is open, we currently have \$217.00 in fundraising. We have the option to keep this open/active for people to access and shop until the holiday season is over.
- 3) Dine-and-share - Currently Linda has scheduled one with Panda Express for November 12 and one with Panera Bread for December 10. The plan is to hold a dine-and-share fundraiser monthly.

Bylaws Changes - Second reading and a vote on changes to bylaws as discussed at the last meeting. The two changes are the secretary position description and the update of the bank account guidelines to improve on current banking procedures. If the vote is approved, the bank account will be moved to a more modern bank that can make banking procedures easier. Legal work is continuing, the law firm completed the review of the bylaws and they are now reviewing policy documents.

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The concert attire return is completed in the amount of \$2,478.00. This will remain as a credit on our account at Cousins, and will be converted into cash the next time we order concert attire and will pay Cousins less than we collect from the families.

New parent enrollment in the boosters was discussed, also the need to have replacements identified for the outgoing positions of treasurer and secretary. The hope is to have freshman and sophomore parents join, however it's difficult with no events happening due to the pandemic. We need nominees for the treasurer and secretary positions by March 2021.

Concert Attire - No attire is being ordered at this time with no events planned this year. The vendor has stated with the pandemic they have a concern of inventory and logistics issues next year when orders are placed. A discussion was held to see if we can put some orders in this spring versus waiting for all orders to go in at once in the fall and potentially have inventory and delivery issues with an extra large order. JHS typically puts in a very large order in a normal year. We would essentially have an extra large order with delaying 2020 orders to be combined with 2021 orders.

### IV. Treasurer's Report – Kevin Kuphal

#### Statement of Financial Positions August 1, 2020 - October 20, 2020

Total Assets	\$43,567.08
Available	\$43,567.08

Activity Report - copy attached.

Craft fair refunds to vendors for registration has been completed and that activity is reflected in the activity report.

The Chipotle fundraiser and online donation has been added to the activity report.

We received a refund check from Bob Rogers Travel. Kevin is investigating what this check is for, as we don't have any record of making any payments to them. This refund is related to the trip cancelled in June 2020.

Kevin is completing activity as they prepare to move bank accounts related to the upcoming vote on the banking bylaws change.

V. Votes for Approval/Reading

A. 2020-2021 Executive Board reading - Linda Blackman

The second reading of the proposed bylaws changes were read and reviewed. The changes are to the banking procedure and secretary position description. A motion to move to a vote was made by Kevin Kuphal and Nancy Barrett seconded that motion. A poll vote was taken with a 100% approval to pass both the bylaws changes.

VI. Director Reports:

A. Orchestra – Mr. Terry Foster

No events on the calendar at this time. He is working on his end to get quotes in order to move forward with the practice room door replacement project. He would like to complete that project during non in-person student time.

B. Band – Mr. Anthony Gnutek - not in attendance.

C. Choir – Mrs. Jennifer Parker

Choir concert - A virtual choir concert will be coming out after they put approximately 450 videos together. Timeline of this release is to be determined.

Madrigals - Working on a smaller version and hoping to have groups come in and sing and possibly be in costume. Costumes are currently at Westfield and need to be returned. Due to current conditions this plan is fluid and can change at any time.

Musical - The musical will happen in 2021 and the plan is to keep on a regular schedule of this event date. It will be a virtual audience event. The final details are being worked out at this time. There was a financial matter brought up this week that needs to be clarified before moving forward.

VII. VP of Band/Orchestra/Choir Reports

VP of Band - Not in attendance

VP of Orchestra - Not in attendance

VP of Choir - nothing to report. Nancy asked Kevin if the IL Golf refunds came back. Some checks were returned voided versus providing check refunds. This was for the cancellation of the facility for Madrigals Dinner.

VIII. Chairperson Reports

The president provided these updates in her president's report above.

IX. Questions - no questions

X. Adjournment

Motion by Dawn Quest, second by Jackie Gillespie Stokland