

Jacobs High School MUSIC BOOSTERS

General Meeting Minutes - September 14, 2021, 6:30 pm, Zoom

Attendance:

Linda Blackman, President Amy Robinson, Treasurer Anthony Gnutek, Band Director Jennifer Parker, Choir Director Terry Foster, Orchestra Director Dawn Bauman, Band VP Holly Stumpf, Orchestra VP Janet May, 50/50 Chair Laura McMahan, Craft Fair Co-chair	Lisa Turvey, Craft Fair Co-chair Emma Placzkowski, Administration Marichill de Beauvoir Lisa Devona Eunkyu Im Monica Osegueda Dawn Quast Olive Soriano Laura Thiesse
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I. Call to Order

II. Approval of Agenda - Motion made by Holly Stumpf and seconded by Amy Robinson

III. President's Report - Linda Blackman

A. Welcome!

B. What **MUSIC** Boosters does

- Fundraising
- Covering many department expenses
- Volunteers for music related events
- Scholarships for summer programs
- Facilities improvements contributions

C. Need volunteers for Secretary, Vice-President, and VP Choir. We have open positions for Secretary, VP of Choir and VP of Boosters. Secretary is a legal requirement and must be filled. Help is also needed for various areas such as dine and share coordinator, fundraising ideas, promotional pdf documents for events, coordinating volunteers for events, concessions coordinator, etc. Please offer your talents ! Please email president@hdjmusicboosters.org how you would like to help!

D. Concert Attire update - Concert attire orders are coming in; we have about 200 new orders this year. The online ordering and payment system is working well. The order will be submitted by 9/20 and we will receive the ETA on uniforms once submitted. They may not arrive by the first concert.

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- E. Spirit Wear - We will use the same vendor as last year. Teachers need to decide on their slogans. Orchestra will use a different Jacobs logo this year, but this has to be officially approved by Joe or Matt.
- F. Fundraising
 - o 50/50 raffles have started
 - o Chipotle dine & share is scheduled for 9/26
 - o We'll likely do another Boone's Supply catalog again – worked well last year
 - o We'll likely not do cheesecakes – logistics difficult with temperature sensitive product
 - o Cash box at concerts
 - o Craft fair – Lisa and Laura are leading
 - o Madrigals – confirmed we'll have this event but not sure of the format yet (no dinner)
 - o Poinsettia sales for winter concert
 - o Concession sales at the Regional Color Guard concert on 2/5/22
 - o Pops concert – charge admission, 50/50 raffle and concessions
 - o Still deciding on another fundraiser for the 2nd half of the school year

IV. Treasurer's Report - Amy Robinson

- A. Statement of Financial Position and Statement of Financial Activity covered.
- B. We have around \$50k of cash in the bank.
- C. Please submit receipts for timely reimbursement.

V. Director Reports

- A. Orchestra - Terry Foster
 - o Ok to wait for uniforms, first concert can be business casual
 - o Need budget for clinicians; Linda confirmed it's included
 - o Doors need to be replaced
 - o Concerts are scheduled
- B. Band - Anthony Gnutek
 - o Please copy him on requests for reimbursement so he can keep track of spend
 - o Moving ahead with concerts
 - o Fox Valley Jazz Fest is tentatively going forward
- C. Chorus - Jennifer Parker
 - o D300 choral fest is scheduled for 12/18 from 1-5pm, students only
 - o Finalizing Madrigal plans
 - o Musical is approved (Footloose) and will be at full capacity

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VI. VP Reports

- A. Orchestra - Holly Stumpf no updates for Orchestra
- B. Band - Dawn Bauman
 - ILMEA auditions are scheduled for the 1st week of October
 - Reviewed potential equipment needs for Band
 - Instruments are a District expense, Emma to confirm
 - There was a discussion of when it may be appropriate for Boosters to contribute funds toward special instrument purchases. Emma will look into this.
 - If we purchase more than the max \$, we have to go through District purchasing
- C. Choir -
 - A volunteer is needed to serve as VP for Choir
 - Dawn Bauman nominated Dawn Quast and Lisa Devona to fill the open Choir VP position. They have accepted the nomination as co-VPs of Choir.
 - Per the new bylaws, this position is filled by appointment by the Executive Board, so no general meeting vote is necessary.

VII. Chairperson Reports

- A. Fundraising - Linda Blackman
 - Boon Supply is penciled in for October. We still need to get permission from Administration and finalize with Boon. This fundraiser is no contact, online shopping only, and shipped directly to the customer. There are no forms and no products to distribute. We will earn 40% of the sales.
 - Cheesecake - doing this off-site on a weekend would be the only way. Someone would have to offer us a space to use and we would need a crew of volunteers to pick the orders and hand them out. Everyone who orders has to come get their product within one six-hour window, or the frozen product has to be stored somewhere. This fundraiser doesn't seem like a good choice.
- B. 50/50 - Janet May
 - 50/50 raffle and flag sales has collected \$572 to date at two games, including one winner who donated back the winnings
 - If a winner donates back to Boosters, we are required to give them a donation receipt

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C. Craft Fair - Laura McMahon / Lisa Turvey

- Scheduled for 11/6/21
- Allowed 87 booths
- We reduced the price and are including tables to incentivize crafters to sign up
- Linda will send crafters an invoice with directions on payment
- Need Tri-M volunteers
- No crowd limits
- No concessions except bottled water and canned beverages

IX. Questions

Next meeting scheduled for 10/12/21

X. Adjournment

Motion made by Lisa Devona, and seconded by Laura Thiesse