

## Dunlap High School Music & Theater Boosters Meeting

Minutes for April 10, 2018

### Attendance:

Board Members present included:

Officers: Brian Jensen, Ken Erdman, Leah Crosman, Michelle Gross

Committee Chairs: Charles M. Webber, Linda Smith, Brenda McFadden, Seth Davis

Director's in attendance: None

Others in attendance: None

**Call to Order:** The regular monthly meeting was called to order by President Brian Jensen at 7:08 pm in the DHS Town Hall.

**Secretary's Report:** Reviewed the minutes from March meeting; motion to approve made by Charles, seconded by Brenda. Motion passed.

**Treasurer's Report:** Leah reviewed the two Treasurer reports (banking balances and yearly budget) -

|                   |                    |
|-------------------|--------------------|
| Beginning Balance | \$11,307.70        |
| Receipts          | 8,527.53           |
| Disbursements     | <u>5,240.20</u>    |
| Ending Balance    | <u>\$14,595.03</u> |

1. Receipts –
  - a. E-scrip was received
  - b. Restaurant Fundraiser – received \$137 from Avanti's; haven't received anything from Hickory River or Buffalo Wild Wings
2. Disbursements –
  - a. Michelle commented that the financials did not appropriately reflect actual expense line item . Since the band signs were not paid by Boosters, this line item should be zero and those dollars moved to the Band Accompanist line. The IMEA band accompanists total should include 100% of the funds paid out and not split between the two line items.
  - b. Michelle stated that the way the overage for accompanists was handled differently between Band & Chorus it appears there is a bias towards the Band. Leah commented that she provided several alternatives but the Chorus Director elected to pay the accompanist overage.
  - c. A few at the meeting felt that this was unfair to allow a budget overage for one group but not another. In addition, it was commented that the process for requesting additional funds not in the budget was not followed as the Booster organization outlined them.
  - d. Linda made a motion to reimburse the Chorus Director, which was seconded by Charles. Motion passed.
3. Brenda questioned if the Directors could also seek funding from the Parent's Club since they also have money that teachers can submit a request for. No one at the meeting was clear on the protocol.
4. It was stated that Jason Shea mentioned there is an accompanist account in the school's budget. Further investigation needs to be done to have more clarity on what should be requested from the school's versus the Music Booster's budget.

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### **Vice President Report:**

1. Information on donating to Music & Theater Boosters was included in the registration information that has gone out.

### **President Report:**

1. Discussion on retaining records –
  - a. Meeting Minute - agreed that the website will be the repository and that we will retain the last 7 years
  - b. Financials can be retained through the PBUSA site repository which we have access to with the membership
2. Reviewed progress towards goals
3. Provided the draft Bylaws for review – voting takes place at May meeting; Revised to incorporate the financial guidelines, work to reflect the operation of the group, update the executive board role descriptions, and improve clarity.
4. Board Openings – present new slate in April Vote in May:
  - a. Still looking for VP, Secretary, Special Events, and Tonya needs help in fundraising
  - b. Need the VP filled more than the Secretary due to the incorporation requirements.

### **Director's &/or Liaison's Reports:**

1. Band, Orchestra, Chorus
  - a. Chorus Concert – Thursday April 12<sup>th</sup>
  - b. Fine Arts Night - Friday April 20<sup>th</sup>
2. Theater
  - a. Contest Play and Group Interpretation – Did not make it to State
  - b. Theater Camp – “Cinderella”, 1<sup>st</sup> week June
3. Special Events
  - a. Fine Arts Night – about 75% full on donation requests (time or dessert)
  - b. Senior Dinner – May 9<sup>th</sup>, need a list from all Directors of the Seniors.

### **New Business/Unfinished Business:**

Charles motioned to adjourn the meeting and Linda seconded. The meeting was adjourned by President Brian Jensen at 8:20 pm.

Respectfully Submitted,  
Michelle Gross  
Secretary, 2017-2018