**LHS BAND-CHOIR BOOSTERS MINUTES**

Attendees:

|  |  |  |  |
| --- | --- | --- | --- |
| Attendees Name | Email | 9-6-2016 | 10-4-2016 |
| Leah Ackley | lackley@gmail.com | x |  |
| Julie Frankovic | Julie.m.frankovic@intel.com | x | x |
| Chris Mossmu | CSM00442@yahoo.com |  |  |
| Lee Wyatt-Bauer | peternlee@hotmail.com | x | x |
| Tim Wise | Jtimothywise@comcast.net | x | x |
| Lisa Riffel | lriffel@pps.net | x | x |
| Kim Handick | handickbk@comcast.net | x | x |
| Huong Phan | huongrn@yahoo.com |  |  |
| Gail Gill | Gail.e.gill@gmail.com | x | x |
| Kara Laetsch | kara@mgkmanufacturing.com |  | x |
| Katrina Goddard | kabgoddard@gmail.com |  | x |
| Lisa Belding | lisambelding@hotmail.com | x | x |
| Leslie Brock | Lesliebrock71@gmail.com | x | x |
| Michelle Reed | michelle@mk-reed.com | x | x |
| David Kays | dkays@pps.net | x | x |
| E. Sheiman | e-j-sheiman@hotmail.com |  |  |
| Sara Jewell | jewellbrowns@comcast.net |  | x |
| Katrina Goddard | kabgoddard@gmail.com |  | x |
| Jennifer Lillie | jennifer\_lillie@yahoo.com |  | x |
| Karen Roberts | karenroberts4@me.com |  | x |

\*Mary Catherine McElory, Lyndon & Kimie Kaisuba Bruton – email info needed

<http://www.cardinalmusic.net/>

Agenda

* Back to School Night report out
* Budget update — Gail Gill
* Choir requests — Lisa Riffell
* Fall fundraiser — Karen Roberts
* Band retreat — David Kays
* All-State/All-NW/All-National update — David Kays
* Winter percussion practice schedule — David Kays

Minutes 10-4-16

* Back to School Night report out
  + Added 10-15 parents to booster email list from Back to school night
  + Timbers parking now has more people due to request for more help
* Budget update — Gail Gill
  + $37,794 Balance will increase with last deposit
* Music Booster Account Name Change (required to provide to Key Bank as record of name change) – AR Julie will forward minutes to Key Bank contact and cc Gail

Names Added to account

* Gail Gill
* Julie Frankovic

Names Removed from account

* Tricia Lawrence
* Randall Edwards

**From:** Gail Gill [mailto:gail.e.gill@gmail.com]   
**Sent:** Friday, September 09, 2016 12:53 PM  
**To:** randalledwards@hotmail.com  
**Cc:** Tricia Lawrence <Tricial408@gmail.com>; Frankovic, Julie M <julie.m.frankovic@intel.com>  
**Subject:** Signer status for Music Booster Account

Hi Randall,

We need to discuss removing you as a signer on our account (assuming you will no longer be actively involved).  Currently we have 3 signers on this account. You, I and Tricia Lawrence. Tricia will be removed now that I have signing authority, but we are going to add another signer, Julie Frankovic, so that we have two from our music booster group.

As you know this requires everyone's signature. Tricia is going to visit the bank today to inquire about removal. I'm not sure what your plans are with Friends of Lincoln. Per Tricia's understanding we need at least one signer from Friends of Lincoln since our accounts are linked. Can you tell me if there will be another signer replacing you?

Thanks, Gail Gill [gail.e.gill@gmail.com](mailto:gail.e.gill@gmail.com) 7715 SW Canyon Lane Portland, OR 97225 (971) 806-4764

* Choir requests — Lisa Riffell
  + Choir request sheets – need accompanist for concerts
  + Recommend in Spring support with Timber Parking
  + Yes vote – Lisa to work with Gail to set up contract with accompanist not to exceed and invoice monthly
* Fall fundraiser — Karen Roberts
  + History of fundraiser vs concert
  + Last year was at Montgomery Park
    - Room holds 220 Fire Marshall
    - Ticket sale issue
    - Next Year: Possible move to Atrium that holds more – need Fri/Sat/Sun…
    - Ticket cost – need higher cost – Student and Parent fees
    - $30 presale and $40 at the door
    - Student/Siblings – proposal for scholarship for those that need it or volunteering
    - Decision: $30 presale and $40 at door
    - Decision: Cash Bar – need to sell certain amount or pay extra, meat and cheese plate
    - Give Aways - cheesecake – $182 Topping $15 Costco, food trays at Costco
      * can we offer healthy option – it would be difficult if have too many options with student servers
      * do you need servers – People like the servers
      * cleanup with cheesecake was messy
    - Leslie is the MC
    - Themes
      * Great Gatsby – starts to feel similar to last year’s New York theme but gold color
      * Decision: Harvest Theme – could sell table topper for xx cost
        + Food – Fall flavors
      * No candles, no balloons
    - Task/People
      * Day off – hands on deck
      * Graphics/posters – Karen will do this
      * Ticket sale -- EventBright – Leslie to put together electronic ticket sales
      * Students in music dept, Peyton’s email for advertising
      * Lighting
      * What will be raffled off?
        + In years past: Golf, houses, blazer tickets…
        + Oregon Symphony 2016-17 – 2 tickets
        + Wine collection Wine Wall
        + Paddle raise….
        + Slide Show…
        + People like to buy things
        + Procurement Person – or ask for donations…
        + 50/50 raffle Games of Chance for Friends of Lincoln – not sure if we can do this…
        + Timbers tickets
        + Small things…
        + Need to put raffle in posters, menus, …
        + Need to break down raffle by cost for future planning
* Band retreat (2 concert bands) — David Kays
  + Fri – Sun Oct 21-23 - Camp Tapawingo– Need 4 chaperones Students need to pay for $150 all inclusive…Students will miss some classes – homework time/study time…
* All-State/All-NW/All-National update — David Kays
  + 10 kids audition, will know in early Nov
* Winter percussion practice schedule — David Kays – Discussion moved to November booster meeting

***Action items for follow up:***

|  |  |  |  |
| --- | --- | --- | --- |
| # | **Action Required** | **Owner** | **Status** |
| 1 | Ask Chris to see if he can support installing the HDMI cables | Leah | Jill R has sent out notes to have the district fix |
| 2 | Schedule Montgomery Park room for Fall Fundraiser | Michelle | Scheduling done, needs final contract submitted |
| 3 | Transfer booster account signature authority to Gail Gill and Julie Frankovic | Gail | DONE |
| 4 | Get project list together and determine staff needs for the Fall Fundraiser | Michelle | In process |
| 5 | Music Program T-shirts – need to have students to fill out form to see if they want a new t-shifts. Plans to add V neck style - goal to have by Back to School Night | David | In process |
| 6 | Order and pick up T-shirts | Kim | In process |
| 7 | Manage additional uniform needs | Kim | **In Process** |

Key Decisions

|  |  |
| --- | --- |
| Date | Decision |
| 6-7-16 | Need to have 2 people count the $ from the Timbers parking |
| 6-7-16 | Lead $ volunteer person at Timbers parking needs to notify Michelle of the amount $$ |
| 6-7-16 | Change new uniform cost to include shoes and logo |
| 6-7-16 | Band Department does not need to ‘pay-back’ Drama department dollars |