

Mercer Island Schools Choir Boosters

Meeting Minutes, January 20, 2022, 4:30 pm (Zoom meeting)

Minutes taken by Tom Henderson.

Meeting attendees: Tom Henderson, Shari Matheson, Angela Hoefer, Annalise Rockow.

Meeting summary: The main priority of this meeting was to resolve any outstanding issues that prevent us from proceeding with formal registration of the booster club, and the proposed mission statement and bylaws drafts were reviewed in support of this. Annalise provided an update on her recent conversation with Fred Rundle regarding 5th grade choir. We concluded by discussing the preparation of a newsletter to promote choir enrollment. Tom said that he would finalize a draft bylaws based on the discussion, circulate for agreement, and finish the ParentBoosterUSA application. Shari said that she would draft a newsletter based on materials that Annalise provided.

1. Introductions and Agenda

2. Review of December 9th meeting outcomes

- Agreement to use ParentBoostersUSA to bootstrap the incorporation
- Discussion of upcoming events (8th grade promo video (to encourage enrollment), 5th grade choir discussions, March district choir)
- Discussion of possible booster club newsletter
- Discussion of insurance
- Discussion of vision statement (input requested from Annalise) and bylaws
- Shari Matheson set up an email address: misdchoirboosters@gmail.com
- Selection of initial officers: Tom Henderson, President, Shari Matheson, Treasurer, Colleen Petersen, Secretary

3. Review and approve proposed organization name and club formation statement

Tom reviewed the Mission Statement and Formation Statement (circulated on Google Docs).

- The name of the organization, which parallels the band booster club name, was agreed upon: Mercer Island Schools Choir Boosters.
- The mission statement and statement of why we have formed were agreed upon with minor wordsmithing, and will form the basis for similar statements in the booster club articles of incorporation.
- We discussed the need to designate the distribution of assets upon dissolution of the booster club, and agreed to name the Fine Arts Advisory Council as the beneficiary.
- We discussed the need to list an address for the club, and agreed to list the address as the 'Choir Director, MISD' at the high school mailing address.

4. Discuss Bylaws

The meeting next reviewed the proposed Bylaws (also on Google Docs), which were based on the band booster club bylaws but with edits to remove items that were considered out of scope for the choir booster club (such as removing references to an Executive Director and to paid staff).

- We discussed Article II, membership, and left it stated as is found in the band booster club, that there are officially no "members," just directors (and officers who are also directors). We agreed on a goal of having open meetings as much as possible and inviting parents to attend if interested, and then if interest grows, inviting them to join the board.
- We discussed whether to adopt the very specific language about staggering terms of boards of directors and around term limits. We agreed to state that we will endeavor to stagger the terms of directors, and to otherwise adopt the term limitations as found in the band booster bylaws.
- We agreed on a fiscal year from July-June, and on an Annual Meeting in June.
- We agreed to remove the section on committees, but otherwise kept much of the other text from the band boosters bylaws.

5. Status of 5th grade choir discussions

Annalise provided a summary of a discussion with Fred Rundle regarding 5th grade choir. She mentioned that it was positive and the first step towards realizing more of a 5th grade choir opportunity for students. This year there will be a 5th grade honors choir in the second half of the year, and next year, one goal is for 5th grade choir in the second trimester. Commitments from the district to expand the staffing may depend on the levy outcome and on handling the overall enrollment decrease.

6. Newsletter preparation

Shari volunteered to assemble the initial newsletter with the messaging that 1) we started a booster club, 2) the vision is to provide enrichment to the program, and 3) there are great reasons for students to take choir in MI schools. The goal is to be able to circulate in the next week or two.

7. Upcoming calendar and enrichment opportunities

Annalise suggested that IMS choir voice coaches later in the year (to be able to support the 8th graders) would be a good initial goal for booster club support.

8. Next meeting

Thursday February 10, 4:30pm, either virtual or in-person depending on the district policies.