

Mercer Island Schools Choir Boosters

Meeting Minutes

April 18, 2023

Chair: Tom Henderson

Attendees: Shari Matheson, Angela Hoefler, Annalise Rockow, Brooke Conway

Location: MIHS Room 503

Meeting summary:

The boosters first discussed plans to wrap up this school year. We will have an annual end of year meeting (vs just a regular meeting) as outlined in the bylaws before the end of the fiscal year (June 30). We'll include notification for the meeting in these notes and in the spring newsletter. As part of this meeting we'll elect the board of directors for the next year. Board members can serve 3 consecutive terms of 2 years. Annalise will work with the registrar to include upcoming 6th grade choir families in the newsletter distribution in case any parents are interested in joining the boosters. The current board members will discuss our plans and roles (if we want to make any changes) and outline our commitment/hours for our current jobs to help other interested parties make informed decisions. The Annual meeting/last meeting for the choir boosters this fiscal year will take place on June 14 at 5:30pm at MIHS in room 503.

In terms of the end of the fiscal year, we'll plan to do end of FY reporting. Tom is doing research on the best way to approach as we'll need to do some of the filings formerly done by d to do some filings formerly done by parentboosters USA. We haven't heard back from IRS about new tax-exempt status, but we are expecting to hear back in the next month based on Tom's experience with softball boosters. Status is retroactive, so donation status is still green.

For our treasurer report - no updates other than we have had two donations since the last meeting -- \$450. One was from a previously unknown donor - we discussed seeing if we could add space to our donation page on GiveButter to write a note or add their child's name. Also, we recently learned that Banner Bank will charge the boosters a monthly fee if our balance drops below \$800. This is new and something we need to keep in mind for money management.

Next we focused on things the boosters and Annalise need to do in the last months of school. We agreed that the Boosters will host desserts (vs pot luck) for the end of year senior awards. Angela will price out this (Costco cakes and drinks) along with coffee and flowers. We'll also provide \$50 per senior for gifts - Annalise will handle this part and request reimbursement. We expect 30+ families.

We'll need to make some website updates in prep for end of year. Annalise will give Tom info to add for June concert and the dine-out promotion that Angela is working on with Qdoba.

We will put out the next newsletter to help promote the end of year performance/senior awards. Shari is running point on first draft with goal of draft by May 24th and for it to be send on May 30th. We'll include the following information:

- Upcoming activities
- Senior spotlights
- Info on dine out (goal to do on June 9 but tbc)
- Info on end of year annual meeting
- Call out to join boosters

Finally we discussed looking forward into next school year.

Annalise is planning a Fall retreat for the high school choir – she is looking at a weekend in Oct before first high school concert. The retreat would start on a Friday after school to Sunday after breakfast. A clinician would work students on Saturday, there would be lots of team building and all meals would be included. Currently she's estimating the cost to be around \$250 per participant (in line with band retreats). The boosters discussed sponsoring a fun activity or food item(s) for the retreat as we are not currently in a financial position to offset the costs. Annalise is going to write a grant to hopefully cover the clinician. The group agreed that the boosters will help with fun/food/bonding activity tbd. We also discussed if students couldn't afford the retreat, how does ASB handle. Annalise will look into and we can look into scholarships from boosters if needed.

We also discussed beginning Fall fundraising in September this year (last year was much later). We'll revisit this at the annual meeting. We discussed fundraising needs – if the boosters had more funds to support the choirs, Annalise said she'd probably put it into coaching/clinicians/composer.

We discussed tabling the following topics until the end of year meeting or for the next school year:

- Constant contact – look into it for next year (next Fall) – band and orchestra use
- Timing of fall fundraiser shortly after the concert?
- Leadership hs will do designs for tshirts before the end of the year. Order at fees and photos.
- Tshirts or sweatshirts through local printer or custom ink or image. Do a generic misd choir shirt – Angela will look into it
- Recruit!!! Add student representatives. Next years president for choir? Invite Hanna to last meeting for input as graduate.

Minutes Submitted by: Brooke Conway