

## **Mercer Island Schools Choir Boosters**

### Meeting Minutes

June 14, 2023

**Chair:** Tom Henderson

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

**Location:** MIHS Room 503

#### **Meeting summary:**

This was the final choir boosters meeting for the 22-23 school year and fiscal year.

#### **First we discussed administrative housekeeping.**

Tom finished the process with Benevity causes, which should put us in a position to accept donation matching from some companies, including Microsoft, and have them directly come to us vs to ParentBoosters. Tom will check with ParentBoosters this summer to see if any donations went directly to them before the process was complete. Note – Benevity will take a fee of between 2-3% on donations, which is in line with GiveButter (where people can make direct, non-corporate matching donations). We will continue to use GiveButter for the next fiscal year.

Tom is working to update paperwork for our non-profit status by June 30.

We have five more months before we need to file taxes for the fiscal year. Tom will coordinate with Shari to do this over the summer. We should be able to use an EZ form.

#### **Next, we went over the budget/treasurer report for the fiscal year.**

Shari updated us on the budget. We ended the year with \$1481 in funds, which puts us in a good position to pay for booster-related expenses we'll have at the beginning of the school year, before we've done the next round of fundraising. Also, it leaves enough money in our account so that we won't be charged a monthly fee (we need to maintain a balance of \$800).

We received donations from 17 donors this year. Between fundraising and the bake sale we raised \$4169 or \$61/per student. This is below our original goal of \$6452 or \$95/per student.

We started a discussion on fundraising and the budget for the next school year. Annalise would love additional funds to help with enrichment activities like coaching/piano support. This year we were very focused on fun/community activities. We discussed that we don't have the capacity to do ongoing support for coaching etc in the coming years give our budget, but that we may be able to support things like a one day offsite. We discussed keeping the donation ask for families around the \$100 mark this coming school year but starting fundraising earlier (which we couldn't do due to irs status last year) and sharing more information about where donations are allocated to help parents/donors see where their money goes (pie chart?).

Some other ideas: Start fundraising at ice cream social on Sept 11. Include a special performance by the high school students at that activity to help parents see the choir in action and give us a chance to make a larger call to action. Annalise will include the performance in the invitation, which will go out before the end of the school year. Also, we will move the Qdoba fundraiser to the fall – we need to show up in their system (IRS search) before we can move forward. We are just waiting for the IRS search to populate (we are an approved charity).

**Annalise then gave an update.**

The fall retreat for the high school students has been approved and will cost about \$250 per student. Boosters will contribute to some fun/food activities at the offsite.

We discussed long range facilities planning in depth. Annalise has sent an inquiry about the 250k bond to redo choir/orchestra room. They have said they'll get back to her. She's concerned they want to pull out raised steps – risers are critical to choir rehearsal/class. She'll work with orchestra to try and work out a compromise as the plan doesn't sound final.

Long range facility plan – it sounds like they are looking at remodels to the current PAC vs making plans for a new PAC. The assumption is that they'd continue renos from previous levy -- new lights, new sound system, some safety updates/upgrades, etc. This summer they will do new carpet and paint. They want to do new seats as some are broken (next summer?). The biggest concern from Annalise is the acoustics. The system they are looking at is 200 speakers and microphones. Unfortunately, with this system sounds would still go “up” instead of “out” and is problematic for acoustics. One fix could be doing new shell with “clouds”. The longer-term question is will they start the process to build a new space (future bond?).

**Finally, we discussed the choir boosters organization and board for next year.**

At this meeting we needed to elect officers for this coming school/fiscal year. The board positions run for two years, but we can add people mid-stream. Last year the annual meeting happened and went through the process to elect the board, this is our yearly follow up. Tom made a motion to roll our current slate to continue next year. Brooke seconded with everyone in favor – approved. Every year we'll do this at the last meeting. The WA sec of state wants to know who the board is on the end of year paperwork.

**Our next boosters meeting is scheduled for August 22<sup>nd</sup> at 2pm at IMS.**

**Minutes Submitted by:** Brooke Conway