

## Haslett Choir Boosters Meetings

2022-2023

### Choir Boosters Meeting: Wednesday, March 8, 2023

#### Attendees:

Board: Patricia Marin, Joye Cuthrell

Directors: Matt Callaghan, Samara Valla

Members: Kassy Laurence, Johanna Lynch, Erika Noud, Tami Smith, Melissa Straus, Danielle Torres, Kathy Wilson, Nikki Zsigo

#### Meeting started at: 7:02 pm

- I. Welcome (President)  
Copies of the agenda were passed out to attendees as well as a copy of the financials for February.
- II. Approval of February 1, 2023, Minutes  
Motion to Approve: Joye Cuthrell; Second: Kathy Wilson
- III. Financials
  - A. IRS Update: Patricia shared that we have received acknowledgement from the IRS regarding our request for reduction/waiver of the three fines that were assessed. We have been assessed another fine for another year. It has been sent to the accountant. It is a different penalty. Tom, our accountant, is working on that now.
  - B. February Financials (Treasurer Joye Cuthrell); See the financial documents and note that there were modifications from Samara. Joye agreed to update the financials for the record.
  - C. Insurance: Patricia shared that we have an insurance policy. It has been signed and paid for. The yearly expense is \$454.
- IV. Meeting schedule
  - A. April 12, May 10, June 7 (added); all in Viking Room. The Viking Room has been reserved for these dates.
- V. Directors' Report
  - A. Matt Callaghan (High School)
    1. The high school is getting ready for State S&E
    2. The Spring Play is coming up.
    3. An email with the upcoming events went out to parents.
    4. April 17<sup>th</sup> and the 18<sup>th</sup> at 7:30 pm is the Spring play.

5. The Spring Concerts is on April 19<sup>th</sup>, and it will be an American Songbook theme. There are only four choirs performing. Samara shared that it will only be 30 minutes of performing. Patricia encouraged the group to think about that when planning for the Silent Auction.
  6. April 14<sup>th</sup> & 15<sup>th</sup> is State Solo & Ensemble
    - a. Some payments were made to PayPal. The schedules and accompanist assignments have been made.
  7. Students are working on baskets for the Silent Auction.
- B. Samara Valla (Middle School)
1. MS Choir Festival volunteers are needed for Wednesday, April 22<sup>nd</sup>. It is nice to host it so that the students don't have to travel. We only have to offer our wing of the school rather than multiple rooms of the school like S&E.
  2. There is a sign-up genius for parents to sign up for 2-hour shifts. The following are needed:
    - i. A Check-in adult at the student entrance to help student volunteers
    - ii. An adult to help with welcoming at student entrance
    - iii. Festival Office - A couple of helpers are needed to log scores and take care of score sheets.
    - iv. Lunch – The high school must host lunch. Helpers are needed to pick up food and assist with setup. Students will be helping too but adults are needed to help with this.
    - v. Matt will help out, but Samara has groups performing so she won't be available to help out.
    - vi. High Schoolers, who are in good academic standing, will be asked to volunteer. They will assist with the following:
      1. Questions and Answers
      2. Welcome Table
      3. Guides
      4. Runners to run scores and music in and out of judge's area and sight reading rooms.
      5. Students will do the majority of the work, but adults are needed to oversee.
  3. 8<sup>th</sup> graders are auditioning for Select.
  4. Informing students that Gym and Health can be tested out.
- VI. Old Business (Checking in)
- A. Select dresses – Samara shared that the second batch of dresses arrived, but they didn't like any of them. There are two that they really like from the first group but one of them has a tan underlayment. They asked for a price point for black instead of tan to make sure that it works for all skin tones. She is expecting to order within the next week.
  - B. Tami asked about alterations for a concert dress that doesn't fit and if they could be altered. Samara said they can be altered but not cut. Samara noted that some dresses are ripping at the seams because students are growing. Next year, it will be important to size up to leave room to grow.

## VII. Current Business

### A. Website

1. Photo – We need a photo for the front page of the website. We can get a photo at one of the concerts of children with approval from families. Consent forms for school don't work for the Boosters to use the photo. Samara suggested a photo of the ensemble without faces that can be artistic. Monique has the link to the website. Currently the picture of the Chorale is on there as a placeholder but we don't have permission to use it.
2. Edits went to the website company. Next iteration will be shared with Boosters group.

### B. Silent Auction

1. Update on items collected (Melissa) – Every single person in the room has collected multiple items and there are more people who collected multiple items as well. There are over 90 items. We can continue to collect items up until the auction is closed.
2. Update on Choir baskets (Nikki)
  - a) Samara has had some students bring items in for choir baskets
  - b) Nikki has a plan for baskets - She has 17 groupings and other items that can be standalone items. She gave a summary of some of the ideas for baskets.
  - c) Make sure to double check the baskets and donor information.
  - d) The less physical baskets the better.
3. Finalize Plans for actual event
  - a) Patricia proposed sticking with process from last year (signup genius, catalog) because the one complicated piece of an auction site is that you have to create an account to bid. If the goal is to get as many people as possible, it doesn't seem reasonable to use an auction site.
  - b) Patricia explained how the process worked in Signup genius last year. After discussion, group developed a proposed timeline.
  - c) Proposed timeline:
    - (1) Finalize catalog April 14
    - (2) April 17 send catalog link via Skyward, post to Facebook, etc.
    - (3) Open bidding on April 19<sup>th</sup> on day of concert
    - (4) E-bidding only through April 25<sup>th</sup>
    - (5) Winners notified 4/27
    - (6) Pickup 4/28
4. Tasks:
  - a) Additional collection of donations
  - b) Creating packages & starting bids - March 16, 6:30pm
    - (1) Who can attend? Let Patricia know.
  - c) Creating "catalog"/photograph items
  - d) Erika will take photos
  - e) Advertising (i.e., getting people to bid!):

- f) Kassy volunteered to assist with flyers/advertising.
  - g) Slide show for Spring concert (with logos)
  - h) Item Pickup - need volunteers!
  - i) Thank yous to businesses
5. Reminder: ideas presented at Jan 11 mtg: Sponsor a Choir Student, Fund a Scholarship (give people concrete things to support vs “just donate funds”). We can incorporate these as options for the Silent Auction

VIII. New Business – none

IX. Meeting ended at: 8:38 pm

X. Next Meeting: Wednesday, April 12, 7pm; bring a friend.