

# **Music Booster Meeting Minutes - Wednesday, August 7th, 2019**

## **Meeting Attendance-**

Eric Tedjeske, Andi Cveykus, Sharon Korzi, Barron Deffenbaugh, Jes Schmouder, Matthew Schmouder, Carolyn Willoughby, Dawn Harvey, Kristen Taylor & Sarah Mckendree

## **Approvals-**

Minutes from June 4th meeting 1st- Carolyn Willoughby 2nd- Sharon Korzi  
Approval of Meeting Agenda 1st- Carolyn Willoughby 2nd- Sarah Mckendree

**Financial Report-** Barron Deffenbaugh gave a financial report with all the information he has to date. As Barron transitions to the new treasure, his reports contained only information from bank statements. He will be able to provide more detailed reports for all accounts when all the financials are passed to him.

## **Other Financial Information-**

- We are still waiting for the checks and debit card for the concessions account. The bank gave us a few starter checks to use till they come in.
- We had a business account with Sam's club, but they have since changed their business accounts to be called Plus membership. We need a Plus membership to be able to get rewards. To renew our membership, it was only \$10 with what cash rewards we have earned having the plus account.

## **Concession stand and equipment-**

- Dawn Harvey's mom has an old freezer she is going to sell to us for \$150.
- New pretzel machines are \$600. We sold our current broken pretzel machine to another booster organization for \$50. Sarah Mckendree found a pretzel machine to purchase that is 2 yrs. old for \$75.
- We voted to buy 10 rubbermaid totes to start keeping our supplies secure at the April 3, 2019 meeting. After cleaning and getting the concession stand ready for the fall sports season, we decided that 2 rubbermaid cabinets would be a better option. The cabinets keep out dirt and mice much better than the totes. It should be about the same price as well.
- We will need to replace the red insulated pizzas warmer boxes or we will have to reinsulate them, since they don't keep pizza warm anymore.
- Sheetz may have the equipment we are looking for. They have gotten lots of items in so we will have to see if they can get what we are still in need of.

- We need to replace the towels and dish clothes. Sarah Mckendree will buy what we need.
- Johnstown BMX has a plugin pizza warmer that they no longer need that we can get.
- Sarah Mckendree wants to get a banner for the menu. It will be displayed on the back block wall above the sink. It will be about 2ft by 8ft. Everyone will be able to view the menu and be able to see what food they can purchase and the prices. Andi Cveykus will get an estimate on how much the banner will cost. We can check to see if can use the votech to make the banner cheaper. Since we are reducing the menu to use less power and to not lose money, we won't be changing the menu. We will be able to use the banner for several years.
- We will be using Pappy's for our pizza and chicken during the fall season. If we are not able to use Pappy's in the future or if anyone hears of a better price to use for pizza and chicken, please let Sarah Mckendree know so she can evaluate the possible change.
- Once all the volunteers are known for the fall season, a mandatory training and safety class will be scheduled. You will have to take the training to be able to help in the concession stand.

**Non-profit status-** With the financial information that will be passed on to Barron Deffenbaugh and if he can rebuild the financials, there should not be a missing year. He is planning on having them done by next meeting, and then we can get the financials to the IRS. There were some questions with tracking concessions stand profits and sales tax for what we need to track for the IRS, but Sarah will know after each night what was spent and made.

**Fundraisers-** There are 5 students that still owe their money for the cinnamon bun fundraiser. They will not get their credit till they pay the money owed. We will try to give a simple pay slip to the parents to let them know they still owe the money. If they don't pay, we may need to send an official letter asking for payment of money owed. If we have problems in the future with students not paying, we may need to explore the possibility of asking the school to hold the student's diploma until the money is paid.

**Scholarships-** Alaina Gawel wrote us a very nice thank you card for the \$500 scholarship that the boosters awarded her.

**Clothing order-** Sarah designed an image to put on our clothing orders. After some of us viewed the designs, we decided to remove the words and dates and add our Richland R. Sarah wants the design in white on a blue or red shirt. We are getting this

order thru Ktees and she wants red and blue, not the white. We discussed it as a group, and we decided we want the design in white. So we will have to go back and tell her what the group decided. Our price will be \$8.50 for a T-shirt, \$11.50 for long-sleeve shirt with a \$2 charge for XXL and above, and \$20 for a hoodie with a \$3 charge for XXI and above. The design will be small on the left chest on the hoodie and on the back of the tees. Sarah will ask about having the order sheet ready for Meet the teacher.

**Meet the teacher-** Will be August 19th for new and 7th grade students. August 22th for Meet the teacher for all returning students. We will write up a general letter explaining about the boosters and volunteering at the concession stand to hand to parents with the clothing order at the main entrance to catch everyone through the front doors.

**Senior marching band members-** The football program has a program for senior night and wants to add senior band members to this if they choose. Jerrod Cannistraci knows which band members are seniors and he handed out this paper about purchasing a happy add for the seniors out on the first day of band camp.

**Forest hills-** They are building a new field, and it is not done. We will need to host their games till it is done. They will be held on Saturdays if the opposing team agrees to this. We can provide the concessions or let them use our concession stand. We would like to run the concession stand to make the money. If kids can get their work permit, they could help with the concessions. You need a work permit if you are still in school even if you are 18. Students can run the windows. This can be offered to music and theater kids first, then other clubs if they need service hours. Students can sign up for Saturday and the weekdays games, but not friday night football games.

**New Concession stand-** The school wants to turn the concession stand into more bathrooms. They would build a new concession stand to replace our current one. It would be an upgrade with all the proper regulations followed. This is something they are talking about, but it has not been decided upon yet.

**Facebook-** We need to set up a facebook page for the boosters. Sarah Mckendree offered to create this page.

Next meeting will be held in the art room on **Wednesday, September 4th at 7 pm.**

**Motion to adjourn meeting-** 1st- Sarah Mckendree, 2nd- Matt Schmouder. All present were in favor.