Minnetonka High School Orchestra Booster Club

Members Meeting

April 10, 2017

Minutes

Meeting began at 7:00pm.

Attendees:

Directors: Li Dvorak, Sarah Finn-Sommerfeld, Jennifer Johnson, Steve Johnson, Mae Rukavina

Board Members and Volunteers: Kelly McCuistian, Sean McCuistian, Kurt Schmitz

1. Attendance/Call to Order
2. Acceptance of previous Minutes from 1/18/17. Minutes were motioned on and approved.
3. Budget Report
	1. Waiting for Maynard’s check. Addendum on 4/19/17 – we received the fundraising check from band.
	2. Ms. Finn would like to replace a damaged bass for approximately $2,500. Finn will get a quote to purchase a bass and send cellos for repair. Suggestion was made to contact All Strings Attached music store. Money has been earmarked for these expenses and is available as per Li Dvorak.
	3. State registration as a 501(c)(3) organization – Li Dvorak explained the state requirement, when revenue exceeds $25,000 and the need to prepare an annual report. Li motioned to pass a resolution to authorize the MOB to register our organization with the State of MN in accordance with the organizations status as a Charitable group. The motion was made, seconded and passed unanimously. All 4 directors were present and all signed the Resolution. The original will be kept with our Bylaws for recording.
	4. Converting to QuickBooks (app is online – 3 people can access it). The cost is $100 and worth the additional annual fee. Addendum on 4/18: Li has imported all the financial data to QuickBooks. She will work with Sean M to complete the transition.
	5. Assistant Treasurer position – Mae suggested, in June, at our MOB meeting, during the elections for new Directors, we update the bylaws with this new position. In addition, some of the positions were supposed to be staggered but are not, and should also be reviewed.
4. Old Business
	1. Travel Study recap: all went well for both trips. Finn will use a different company to set up the domestic trip for next time, as the financial arrangements weren’t ideal with the group we used this year. Steve Johnson suggested to send trip pictures and a press release to local media/newspapers for coverage of our TWO successful travel study opportunities! The District receives press support from The Sun Sailor. Finn said she will contact Lisa Campo to write the press release.
	2. Local Business Donor Program (committee: Sriram, Scott, Belinda, Li, Lee, Mae)
		1. Add 2 new logos to website and send framed certificates and tax letters – Mae
		2. 14 business secured for the year
		3. Keep getting donors who want to donate on a calendar year basis (not school year) – we can prorate their donations as needed for the remaining concerts this school year.
		4. Travel t-shirts or orchestra apparel t-shirts: add business donor logos. If needed, can use tiers of donation amounts, so that only certain levels get their logo on the t-shirt. For 2017-18, the business donor logos will be screened on the Orchestra t-shirts since there will not be a travel study trip.
5. Restaurant Fundraisers
	1. Chipotle fundraiser – Monday April 24. Submit flyer to Peachjar – Kelly McC.
	2. Papa Murphy’s Chanhassen – any interest? (yes) Culver’s? (yes?)
	3. Need new restaurant fundraiser chairperson for next year. – Kurt Schmitz expressed interest
6. Individual Fundraisers – 2016-17 student fundraisers were reviewed. As a 501(c)(3), the Boosters organization is not allowed to do fundraisers that benefit individuals. However, the school district requires MHS to offer individual fundraising to students when travel studies are offered to create income opportunities to afford the trip. Finn will discuss this with the district to see how the orchestras can do the fundraising without passing the money through the Boosters. Since we will not have study travel next year, the group suggested for 2017-18, offer 2 in Fall and 2 in Spring in order to spread out the efforts:
	1. Fall Fundraisers: Cookie dough/cinnabon dough – (Nov) AND Wreath/Greenery (Sept/Oct)
	2. Spring Fundraisers: Coupon books and festival/gift wrap
7. Booster Table for May 18 concerts
	1. Concert grams, candy and flowers (4 dozen). Special candy grams for Seniors (chocolate music note) – Mae will ask if Lee Elliott-Stoering is able to help with this, as well as flower boutonnières for seniors.
	2. Sell regular group pictures as well as group travel pictures from LA and Spain
	3. Signup Genius – Molly will setup.
	4. Display board with Senior pictures, for concert and banquet. Mae will ask Lee E-S. to create. Easels needed.
8. Year-End Banquet – Monday 5/22 at Minnetonka Community Center
	1. Next planning meeting to be held soon (TBA). Committee is headed by Belinda O’Connell and the McCuistians, and includes Maren Jecha, Erin Ahola, Jennifer Johnson, Ms Finn.
	2. Menu and ticket price confirmed: $20/person (senior students free) for 3 pasta choices and 1 meat choice (gluten free).
	3. Guests allowed (as space permits) – students can bring 2 guests, RSVP early to secure your spot. Banquet registration form was reviewed with suggested changes by the MOB.
9. Booster Membership
	1. Skipper Booster Club – need volunteer to attend meeting
	2. Announcement at 5/18/17 orchestra concert – Mae – new officers and members
	3. Start to consider 2017-18 New board of director positions for next year:
		1. Co-President
		2. Vice President
		3. Treasurer
		4. Secretary
10. Next Board Meeting: June (TBA)

Meeting adjourned at 8:20pm.