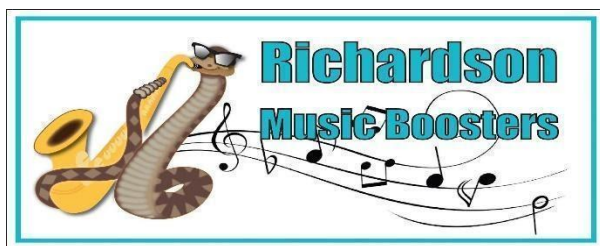


RICHARDSON MUSIC BOOSTERS MEETING MINUTES



Location: Richardson Middle School – Room 16

Date: Tuesday, Feb 07, 2023

Time: 7:00 PM

Attendees: Karrie Willett, Jillian Wade, Jan Preslo, Amber Jones, Hannah Rankin, Emily Graves

- Meeting called to order at 7:05 PM
- Minutes from 1/10/2023 Boosters meeting reviewed. Motion made by Jillian Wade and 2nd by Hannah Rankin to approve minutes.
- Jillian Wade made a motion for the US Bank Account to have the following Executive Board Members to have signing authority and access authority: Hannah Rankin, Emily Graves, Jillian Wade, Karrie Willett Emily Graves 2nd approved the motion. The Board pass the motion.
- **Budget Update:** Hannah Rankin - \$21.07 transferred from Paypal to US Bank. As of 2/7/2023, the US Bank Balance is \$27,137.75
- **Funding Raising Updates:** Mis Willett is making the final edits to Fundraising letter to be sent to families with the current status of the fund raising goal for their specific child. The Board reviewed the letter and made some edits. Ms. Willett will send home the letters this upcoming week. The Board reviewed and made edits to the permission slip which will be given to the students this upcoming week for Forum Festival/Knotts (3/24/2023), South Area Band Festival all day Rehearsal & evening performance (3/8/2023), Disney – Ms. Willett has requested (4/18/2023) -date has not been confirmed yet by Disney. Choir rehearsal and evening performance date (3/8/2023) – Ms. Willett is waiting on more information on the choir day/evening event. **Chaperone list for Forum event:** Confirmed list: Jillian Wade, Zoe Baldry, Blake Bobbit. **Additional Funding Raising opportunities discussed.** Board agreed **“Simply Spring”** seems to be the best option. Ms. Willett will confirm percentage of profit, how sales will be tracked, and shipping details/fees. On 2/8/2023 Ms. Willett confirmed via email. Simply Spring is 40% profit from sales (this is within set target for fund raising, sales can be tracked on line and they will send the Board reports, online orders have a choice of delivery to the school or home, school deliveries are sorted by student, catalog orders will give us checks and cash and then we send them one payment, delivery of items is 2-3 weeks or mid-March, we can start the week of 2-14 or 2-15 and run the fund raiser through 3-3-2023, there will be online info to share

and a parent welcome letter to hand out to the students with the catalogues. On 2/8/2023 Jan Preslo made a motion via email to move forward with **Simply Spring** fund raising. Jillian Wade 2nd the motion with approval. **Easter See's Candy Funding Raising** - 3/6/2023 is the estimated start date with orders turned in by 3/23/2023.

- **Director Update from Ms. Willett:** The Music storage container needs repairs from leaks as a replacement container would cost approximately \$12,000.00 Ms. Willett is applying flex paste at the moment and might need volunteers to assist with the repairs. She will update. Ms. Willett is purchasing reeds as the ones currently being used by the band are several years old. Ms. Willett is working on going through Pepper Music invoices and as well as determining which sheet music needs to be returned. **Disney Event:** Jillian Wade made a motion to approve up to \$12,500.00 for payment. Hannah Rankin 2nd approved. **Scholarships:** 4 South High students have applied. 2 of the students have met the 3 years of Richardson Music requirements Jillian Wade and Hannah Rankin volunteered to review the applications.
- **Next Board Meeting:** 3/7/2023 at 7:00 PM – Location – Richardson Middle School Room 16
- **Meeting Adjourned - 8:17 PM**