

Spartan Lyrical Society, Inc.
Board Meeting Minutes

Meeting Date: December 10, 2024

Location: Virtual

Time of Day: 8:00pm

1.0 Call to Order / Attendees / Introductions

	Voting Board Members		SLS Members and Guests
P	Tonya Hogue (President)	P	Arden Titus (Choral Director / Faculty Sponsor)
A	Sara Marcinak (Vice President)		
P	Stephanie Hibbard (Secretary)		
P	Heather Chisholm (Treasurer)	P	Danielle Lendino (Varsity Choir cochair)
P	Jeanine Woods (Member at Large)	P	Lisa Grant (Varsity Choir cochair)
A	Jamie Miller (Spring Musical Producer)		

P = Present, A= Absent, T= Telephone

2.0 Approval of Minutes

2.1 Approve November Minutes

The minutes from the prior meeting held on November 11, 2024 were distributed electronically. The minutes were motioned for approval by Tonya Hogue and Heather Chisholm seconded. All were in favor and the motion carried.

3.0 Old Business / Action Item Reports

3.1 Rock N Rollvember-closed

Rock N Rollvember Report (T. Hogue)

RNR: All participants have paid their participation fees:

147/200 online tickets sold	\$1,470.00
12 tickets sold at the door	\$120.00
50/50 raffle	\$115.00
Concessions	<u>\$208.25</u>
Total	\$1,913.25
Production team	-\$1,100.00
Concessions BJs	- \$113.36
Production team gifts	<u>- \$106.76</u>

\$593.13 (\$208 toward festival, balance toward buses)

Perhaps change the date next year if All County Choir changes their dates. TBD. First weekend in November or sometime in April would be options.

3.2 Winter Concert-closed

3.3 Mary Poppins Auditions-closed

3.4 Varsity Choir-open

2 unpaid members: C. Perritt-owes membership and VC fee \$160

J. Williams-owes VC fee \$135

Danielle will try to talk to them one more outreach.

4.0 Officer's / Standing Committee Reports

4.1 President Report (T Hogue)

- Monitored Gmail account and replied to emails
- Communicated reports needed from Treasurer/Membership/Webmaster
- Prepared: December agenda, President report, Membership report, Webmaster report, Social media report
- Attended RNR rehearsals
- Emailed RNR volunteers to thank them and inform them of times/expectations
- Contacted H. Chisholm to write checks to RNR director/music director/sound engineer/production team
- Co-Signed checks for RNR
- Distributed checks to D. Sharpe, A. Titus, and K. Sjolie for final payment of RNR
- Shopped for RNR concessions at BJ's and dropped off to SPMS Chorus room prior to event
- Bought gift cards/bags for RNR production team (A. Titus, D. Sharpe, and D. Merrill). Asked 8th graders to present them at RNR
- Arrived at SPMS @ 4:30pm to prep for 50/50 raffle, concessions, and admissions for RNR November
- Collected and counted (with Lauryn Bary) RNR raffle, concessions, and at door ticket sale money and dropped it off to H. Chisholm to deposit into the account.
- Was in contact with A. Titus and L. Grant to help get SpiritWear payment form on website
- Added Spring Musical cast members to the Musical group on the website
- Updated and made the Spring Musical payment form active on the website
- Updated winter concert sound engineer contract; received signed contract from M. Pelletier
- Updated Spring Musical contracts. Received signed Director contract from K. Sjolie and Music Director contract from A. Titus
- Contacted H. Chisholm to write checks to SM director/music director and Winter concert Sound Engineer; delivered those checks to the above on 12/12 and 12/14
- Volunteered at the Winter concert 12/12
- Updated and uploaded Spiritwear form to the website. Extended closing date to Wed. 12/18
- Spoke with VC chairs, H. Chisholm, and A. Titus about additional VC uniforms. Reached out to A. Webster to find out where to order from.

4.2 Treasurer Report (H Chisholm)

- Beginning bank balance as of 10/31/24 = \$23,092.44
 - Ending bank balance as of 11/30/24 = \$20,481.27
 - Reconciliations of the November Shore United checking accounts and November LumaPay Account (completed by Heather Chisholm)
- Completed items:

- DEPOSITS 16 (Totaling \$2,866.94)
- DEBITS 9 (Totaling \$5,478.11)
- \$57.99 paid to Willscot Mobile Mini for rental of the storage unit
- \$3,950 paid to Lonergan's Charter Service for VC MITP
- \$150.00 for RNR 50/50 raffle money
- \$450 to Arden Titus and Kylie Sjolie for Directing RNR
- \$200 to Drew Sharpe for RNR Sound
- \$113.36 to BJs for RNR Concessions
- \$106.76 to Safeway for RNR Production team gifts

4.3 Membership Chair Report (T Hogue)

- As of 12/15/24, 81 paid, 134 current members

4.4 Varsity Choir Report (L Grant/D Lendino)

- \$400 budgeted for uniforms. We can order a few more uniforms. Tonya will call them tomorrow but she needs sizes asap.
- Danielle hotel and GWL booked. Questions regarding budgeting and fundraising so that they can plan ticket costs, etc... Donations have to go to end of the year trip. Tonya states it is very confusing and will share the budget but they need to go over it.
- Heather will resend budget sheets. Heather, Tonya and VC chairs will discuss spending money. Ideas include lights and/or end of year party. This will be added to January minutes.
- Fundraiser for Doublegood will likely be in January. Titus also trying to set up Bubble Tea fundraiser.
- Discussed Ms Titus or Heather being the people to sign contracts. Also, discussed insurance.

4.5 Producer Report (J Miller)

- Rehearsals have started for Mary Poppins
- 25/47 families who have not signed up to chaperone a rehearsal yet. Please note Marceleks will be at any rehearsal Griffin is at.
- 21/47 families not signed up on a show committee yet.
- Note – Candy grams are not on committee sign up as well as 8th grade gifts and strike set.
- 16 of these families are missing both.
- 29/47 families have paid the spring musical fee
- An email is sent out each week with the reminder to sign up.
- Today an email was sent out reminding families to pay their fee and thanking the families who already have.
- In the new year, we will be meeting with the committees to start their work.

4.6 Webmaster Report (T Hogue)

- See president's report

4.7 Social Media Report (J Woods/S Marcinack)

- Nothing to report

5.0 Special Committee Reports

5.1 Contracts Committee Report (T. Hogue)

- A. Titus and K. Sjolie have signed Spring Musical Music Director/Director contracts;
Partial payment has been made

6.0 New Business / New Action Items

6.1 Discussion regarding hiring someone to hang the lights for the Spring Musical since someone got hurt last year. Heather will ask Metcalf for resources since her husband is a sound engineer.

6.2 Discussed overhead mics for choir, etc... There needs to be more research on sound and a consult is required for decision making.

7.0 Documentation of Main Motions

7.1 None

8.0 Announcements

8.1 Near Term Calendar Items

Tech Crew Club Registration Announcement

8.2 Next Meeting

January 13th @ 8pm, virtual

9.0 Adjourn Tonya motioned and Heather seconded.