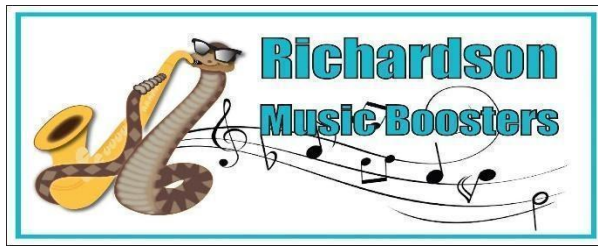


RICHARDSON MUSIC BOOSTERS MEETING MINUTES



Location: Richardson Middle School – Room 16

Date: Tuesday: November 7, 2023

Time: 7:30 PM

Attendees: Karrie Willett, Julia Burton, Rocky Romero, Emily Graves, Jan Preslo, Zoe Baldry, Grant Burton

- **Call to Order:** Julia Burton called the meeting to order at 7:35 PM. Jan Preslo moved to approve the Booster meeting minutes from 10-3-2003. Julia Burton 2nd the motion to approve the minutes.
- **Budget Review:** Ms. Willett will send via email once she confirms bank balance amounts.
- **Social Media Update:** Grant has updated all social media platforms (FB/IG) and is tracking analytics. Push needed for followers. Need approximately 100. Ms. Willett will work on PowerSchool email signature as it requires her to update it. Grant to update and remove all old links on the Booster website.
- **Fundraising Updates: Charleston Wrap** – initial check of \$1765.80. Based on last year's minute notes – funds received was \$1500.00. Appears more funds were raised this year. Some orders might not be processed yet. Final update amount will be calculated with number of orders for the next Boosters meeting. **See's Candy** - will run November 15 – 29th. There will be no PayPal options this year as Ms. Willett reported is to hard manage funds coming in specific for See's Candy orders. Funds/orders will be handled via on-line pay, check, or cash. Ms. Willett will be providing all the Music students with the See's Candy order information/flyer next week. Ms. Willett will share with Grand info to share on social, and she will send an email blast.
- **Torrance Memorial Festival of Trees Performance – 11-29-2023:** This is a choir only performance. Performance time is 5:00 PM. Grant will share on social. No volunteer activities are needed for this performance.
- **Winter Concert Performance at South High-Performance Art Center - 12-5-2023:** 5:30 PM call time for choir. 6:00 PM call time for Advanced Band, Beginning Band, and Jazz Band. 6:00 PM house opens, 6:30 Performance starts with the Choir. Ms. Willett will be sending information home with the students. Tickets are \$10.00 per person regardless of age. Ticket order form with money is to be turned in to Ms. Willett by 11-30-2023. Zoe will send a new volunteer link to

Ms. Willett by Sunday, 11-12-2023. Julia will complete the volunteer list. Julia and Rocky will coordinate calling volunteers to confirm participation. The cost of the individual roses for sale at the event appears to be the same price at Costco. The cost of \$5.00 per single rose will remain the same this year. This year adhesive labels will be printed to stick on the rose wrapping to make the process for the volunteers easier when handing them out. Zoe will go to the school on Monday, 12-5-2023 in the afternoon to wrap the roses. The volunteer list should have helpers listed to assist Zoe. Zoe will check food supplies in the Music Room area and will purchase items needed. Zoe will get Krispy Kreme and Jamba Juice BOGO cards from Hannah for the event. The order of the events for the evening will be Choir performance, Jazz Band Performance, Quick Booster/Parent required meeting, Intermission, Beginning Band, with the Advance Band performance last.

- **Barnes and Noble Band Performance – 12-7-2023:** This performance is for a small group instrument only. Students are organizing the music. Ms. Willett will get information to Grant so share on social. This performance is not a fund-raising event for the music program but is a school fund raising event. Ms. Willett will send out information to the parents who have students participating.
- **Director Update – Ms. Willett:** Ms. Willett was notified this week that all elective departments combined will receive a maximum of \$2,000.00 this year from the PTA to be divided equally between all elective departments. These funds will be minimal for each department. The Music Boosters will not receive the traditional \$3,000.00 donation from the PTA to assist with transportation expenses for band/choir performances. At this time, it does not appear the cost of fund raising per student will be raised but the Boosters will review at the January 2023 Boosters Board meeting. Ms. Savitz will invoice after the Winter concerts instead of waiting until the end of they year to turn in one invoice. Ms. Willett discussed this year's opportunity for 4 students to audition for the "All State Music Event" The cost of the audition is \$55.00 for Band and \$55.00 for Orchestra. Jan Preslo moved the Boosters will cover the expense of the auditions. Julie Burton 2nd motion.
- **Next Boosters Board Meeting:** 1-9-2023. Will need to meet in the Room #2 Music Room.
- **Meeting Adjourned at 8:51 PM**
- **Additional Banking information received from Hannah Rankin on 11-16-2023 via email: Bank Balance as of 11-16-2023 \$29,079.59**