



# Reagan Orchestra Booster Club Executive Committee Meeting Minutes (Pending Approval)

September 27, 2023

Amy Levenhagen, President, called the in person meeting to order at 6:05 pm  
Roll Call:

Board Members Present: Amy Levenhagen (President), John Horton (Treasurer), Jessica Estrada (Secretary), Serene Yap-Tjin (Meal Chair), Denise Trevino (Banquet Chair), Beth Conde-Pugh (Scholarship Co-Chair), Carol Mota (Scholarship Co-Chair), Sixto Elizondo (Reagan HS Orchestra Director), Nathan Sharplin (Reagan HS Orchestra Director)

Board Members/Chairs Absent: Wendy Greaux (Publicity), Irving Tjin (Bookkeeper), Megan Roberts (Uniform Co-Chair), Aileen Holeman (Uniform Co-Chair), Mark Soppe (admin)

## Meeting Topics/Action Items:

### ● Presidents Report: Amy gave the following report,

- Welcomes everyone to the In person ROBC meeting of September 27th.
- Meeting Minutes for the ROBC Meeting conducted on August 21st were reviewed. John made a motion to approve and Denise seconded the motion. The minutes were approved for the ROBC meeting conducted on August 21, 2023.

### ● Treasurer's Report: John gave the following report,

#### TREASURER'S REPORT:

- Current Bank Balance \$35,438
- Cash \$747

#### • Cash flow - year to date summary:

o Total In	\$26,126
o Total Spent	<u>-\$17,987</u>
o Net Outflow	\$8,139

#### • Bundt Cake Sales:

o Sales	\$996
o Cost	<u>-\$824</u>
o Profit	\$127

#### • Recent Expenditures:

- o \$2,561 Shades Installation (1/2)
- o \$2,080 Polo Shirts
- o \$687 Bank Fees
- o \$582 Reimbursements

- Spirit nights
- o Cane's -just received the check

Need to have a review of year end financials. Beth and Megan to complete

- Vice President/Fundraising:

**VP position remains vacant.** Amy, John and Denise presented

- Spirit Nights: 1st one was at Cane's.  
Aileen Helping to coordinate Spirit nights
- Denise is working on Merch  
Working on an order. Email to go out to orchestra parents Oct 2 and due by Friday, Oct 13  
Awaiting General Reagan Spirit wear pictures to make an order form
- Nothing Bundt Cakes  
Stephanie Fincke chairing Bundt Cake Sales  
Plan to continue to sell at concerts and after school on the 2nd and 4th Thursday of the month  
Amy reaching out to Nothing Bundt Cakes to become a sponsor
- Sponsorships over \$3000 received this year

- Committee reports : Amy sending out volunteer info to committee chairs

- Uniforms: NEISD ordering. Will need volunteers to help label/catalog items.
- Scholarships: No entries last year. Discussed reviewing amounts and eligibility. Considering sponsorship for summer programs
- Meals: Need volunteers to help on concert days for meals.  
Will need hospitality for Area & All State recording 10/28 & for Region clinics on 12/1 & 12/2
- Wreaths: fundraiser to go towards student funds. Beth coordinating with Sherwood Forest Farm

- Director's report

- Blinds coordination a time for the install.
- Halloween party looking for a venue
- Austria Trip sign up on going until Oct 1
- Fall Concerts  
Tues, Oct 10 (Philharmonia, Sinfonia & Chamber)  
Thur, Oct 12 (Sinfonietta, Bravura & Chamber)

- Upcoming Board Meetings:

- Monday, October 23 6pm-7pm

Adjournment: The meeting was adjourned at 7:05pm