



Reagan Orchestra Booster Club Executive Committee Meeting Minutes Approved September 4, 2019

Nathan Shapiro, President, called the meeting to order at 6:30 pm in the Reagan Orchestra room.

Roll Call:

Board Members Present: Nathan Shapiro (President), Meg Lorente (Vice President), Jo Ella Terhesh (Secretary), John Horton (Treasurer), Angela Halsell (Bookkeeper), Sixto Elizondo IV and Nathan Sharplin (Reagan HS Orchestra Directors)

Board Members Absent: Tara Ford (Publicity)

Guests Present: Rodolfo Salinas, Denise Trevino, Thalia Sanchez-Kiolbassa, Amy Levenhagen, Eva Castellanos, and Gabriela De la Fuente

Meeting Topics/Action Items:

- Update on status of financials and form collection:
 - John confirmed bank is reconciled through August, but working on Financial Statements. We will plan to review budget vs. actual expenses next meeting and every other meeting going forward.

2019-2020			
Booster Club Fees	School Year YTD	Last Year	% Change
Sponsorships	\$4,949	\$4,475	10.6%
Opt Out Fees	\$6,695	\$7,350	(8.9%)
Wash Tub	\$512	\$944	(45.8%)
Polo Shirts	\$2,040	\$2,105	(3.1%)
Meal Forms	<u>\$3,960</u>	<u>\$3,240</u>	<u>22.2%</u>
Total Collected	\$18,156	\$18,114	.2%

- All forms received have been updated in Charms. We still have students in Charms that do not have an email contact in Charms. Wash Tub, Meals, and Shirt orders are also entered. Meg will handle Wash Tub orders, the Directors will handle the t-shirt and polo orders, and Denise will handle meals. The Directors will handle follow up with students regarding pending receipt of forms.
- **Fundraising Activities:**
 - Snap!Raise fundraiser is going pretty well. We have \$8,565 raised so far. We are currently at under 50% participation in the class (total of 195 students)
 - Candle fundraiser, Scents of Soy, will begin on September 13th in class and end on 9/23
- **Uniform Fitting:**
 - September 21st – we are sharing that day with Choir for volunteers – Gabriella will follow up with Choir regarding volunteers, but generally need 4 moms and 4 dads.
 - **Action Item:** Nate to pull list of Charms parents interested in volunteering and reach out to them. Nate will provide list of volunteer names to Gabriela for those interested in helping with uniforms.
- **Upcoming events:**
 - Smokey Mo's – September 12th and no flyer needed – 5 to 9 pm (ROBC receives 20%)
 - Five Guys at StoneRidge – October 10th and no flyer needed – 5 to 9 pm (ROBC receives 20%)
 - Lock in – will be rescheduled for potentially 11/1

- Concerts – October 7th and 8th – Monday and Tuesday – need 2 volunteers per room, 2 rooms - 4 total volunteers on the **first night only** – Denise and Vikki will provide the reception cookies
 - October 7th, 7:00: Philharmonia, Sinfonietta, Bravura, Sinfonia
 - October 8th, 7:00: Johnson Varsity Orchestra, Reagan Chamber Orchestra
- **Ongoing Topics:**
 - Directors provided booster club with a current list of wish list items

Item(s)	Purpose	Price	Vendor
1. Bass Endpin Wheel	Bass transportation		Terra Nova Violins
2. Mac Desktop	Mr. Sharplin's Office		NEISD vendor
3. Harp String Sets	Re-stock inventory	\$386.64 per set	Vanderbilt Music
4. Harp Tuning Key Holder	keeps tuner on harp	\$5 each	Vanderbilt Music
5. High Density Storage Shelves	Protect library inventory, provide organization and space in library	~ \$10,000	Southwest Solutions
6. Elfa Closet Rails	Storage of the men's uniforms in new space	\$1,500	Container Store
7. Sibelius Ultimate	Composition Software	\$800	AVID Software
8. Furniture for converted Library/Conference Space	Repurpose the old office to use as work and meeting space	\$2,000	

- MidWest Expenses – request to cover \$2,200 in travel expenses for 3 invited guest conductors – customary to invite influential musicians to conduct or perform on your Midwest performance. This trip provides exposure for the full orchestra.
 - David McCutchan (orchestra director who opened Reagan in 1999)
 - Melanie Sorgi (Lopez orchestra)
 - Jeffrey Grogan (one of the biggest names in orchestra education today and conductor of OKC orchestra) – OKC University will pay for his trip
- Discussed possibly putting funds away for student scholarships for those pursuing music after high school.
 - We will need to address procedures and protocols - Application process, proof of enrollment, disbursement of funds, scholarship committee, etc.
 - **Action Item:** Nate and Sixto to meet with Choir Booster Club to have initial discussions regarding scholarships
 - Possibly look at how Churchill Memorial Scholarship is set up
 - May want to hold a special fundraising activity specific for the scholarship
- **Meal Chairs:**
 - Denise Trevino and Vikki Koveck will be Meal Chairs this year. Elsa Alva's son has had a schedule change and no longer in the orchestra program. Therefore, she will no longer be participating.

Adjournment: The meeting was adjourned at 7:20 pm.

Next Executive Committee Meeting: Wednesday, October 2nd at 6:30 pm.

Respectfully submitted,

**Jo Ella Terhesh
ROBC Secretary**