

Olathe East Orchestra Boosters Meeting Minutes: January 16, 2019

Meeting called to order at 7 p.m.

Attending: Becky Smith, Christina Shaffer, Laura Patterson, Mary Adams, Jennifer Hendrickson, Michael Hanf

I. Welcome

II. Old Business

a. Secretary Report

- i. Becky Smith moved to approve Minutes from November 13, 2018 meeting and Mr. Hanf seconded.

b. Treasurer Report

- i. Dave Schukai to meet with Mr. Hanf tomorrow
- ii. Unable to be approved as a 501c3 organization as only 1 booster club is permitted to hold that recognition per school (PTA)
- iii. \$100 deposited into account on 12/18/18
- iv. \$15 used to print checks
- v. Booster mail should be sent elsewhere; using either Becky Smith's address or renting a P.O. box was discussed. Mary will look into P.O. boxes.

c. Director's Report -- Michael Hanf

- i. Raised \$75.72 for the Papa Murphy's Night fundraiser.
- ii. Mr. Hanf explained he wants the Boosters to take over fundraising as one of its primary functions.
- iii. Bank account at First National was successfully opened with the approval of Tracy Maring, OE Asst. Principal. We also received our Articles of Incorporation from the State of Kansas and our Certificate of Good Standing from the state as well.
- iv. Pictures went well yesterday and black backdrop curtains were used. Orders will be processed soon. First time we have done them during school. Concert Orchestra members didn't all bring clothes. Racks helped but need a better system for organizing tuxes/dresses as they come in that morning (extra hangers, garment bags with window pockets for name tags, etc.) Goal next year is to do this in December between concerts.
- v. The condition of dresses and tuxes was discussed with sewing needed. Replacing was identified as a future need.

- vi. A Booster couple has agreed to drive the van to transport cellos and bases to NYC. It was discussed they would “mock” instrument fit to determine the size of van to use and it, hopefully, will not require a box truck.
- d. President’s Report -- Becky Smith
 - i. Nothing new aside from financial activities discussed.

II. New Business

- a. Meeting times discussed. Second Wednesdays of month seems to work but Becky will post a poll.
- b. Bookkeeper wants Mr. Hanf to separate himself from the organization completely. This would make it more independent. It must be completely run by parents.
- c. Orchestra Student Leadership Team would like to replace the poorly attended Dairy Queen night in October with an Orange Leaf fundraiser night in April after the typically shorter “Pre-Festival” concert. Laura agreed to coordinate this.
- d. Becky agreed to coordinate a Freddie’s fundraiser for March.
- e. Mary Adams agreed to re-hem a dress Mr. Hanf indicated needed repair.
- f. Volunteers Needed for several upcoming dates.
 - i. February 21- day trip to Wichita. Because weather was an issue for KMEA last year when school was cancelled, procedures were discussed. Some parents were disappointed Mr. Hanf cancelled the performance. In case of bad weather this year, reserving a room the night before was discussed. Four All-State students will drive separately with Mr. Hanf. A bus will follow and come back.
 - ii. April 6 - Regional Solo/Ensemble - Six parent volunteers needed at Olathe South. Students could get service hours to help.
 - iii. April 11 - State Large Group - Concert and Chamber - parents to help with breakfast or chaperoning buses. It may be at Olathe Northwest or Blue Valley. Mr. Hanf hopes their time does not require a 5 a .m. departure because of conflicts with bus routes. There will be a 15-minute warmup and performance of chamber and concert orchestras. Three buses with at least three parent chaperones are needed.
 - iv. May 7 - Four or five freshman parents are needed to help with reception. A Sign Up Genius will be created.
 - v. May 11 - Freshman parents are needed to help chaperone Worlds of Fun.
- e. Only three meetings left: February, March and May.
 - i. Feb. 13. - Future Calendar prep for Booster fundraisers; formation of boosters calendar of events in relation to Orchestra calendar was discussed.
 - ii. March 20 - Prepping for contest; possible breakfast was discussed.

- iii. May 1 - End-of-year wrap up, financial reports, helpers for graduation performance
- f. Website
 - i. It will cost \$8 per month to maintain domain and site.
 - ii. Mr. Hanf would like it to have pay capability. Paperwork needs to be signed by Becky for online banking service with donations going direct to bank account. Square may have online option features.
- g. Photography/Videography -
 - i. Mr. Hanf would like to see direct links to website on our social media. Orchestra has a Youtube channel and it was discussed making it more public and transferring videos recorded by others, including those Mr. Patterson has posted on his site.
 - ii. Mr. Hanf said his vision for social media was to be maintained more regularly and updated with events, and said the NYC trip should generate more student content and enthusiasm. Laura asked Ryan to announce restaurant nights on Instagram. He needed password access to Twitter.

Meeting Adjourned 8:25 p.m.