

Music Booster Meeting Minutes - Wednesday, September 4th, 2019

Meeting Attendance- Jerrod Cannistraci, Andi Cveykus, Sharon Korzi, Barron Deffenbaugh, Jes Schmouder, Kristen Taylor & Sarah McKendree.

Approvals-

Minutes from August 7th meeting 1st- Barron Deffenbaugh 2nd- Sharon Korzi
Approval of Meeting Agenda 1st- Sarah McKendree 2nd- Andi Cveykus

Financials-

- Student accounts have a music account and theater account. Students can receive money from music or theater related fundraisers or working either concessions but the money goes to the same account. They do not have a different accounts for each. We will need to combine the accounts so there is one account for students. The student account amount listed with the bank does not equal what should be in the accounts. A motion was made to move the money that is in the theater student account to the music student account and close the theater account. We will also add \$437.35 from the general fund to balance the students accounts. 1st- Sharon Korzi 2nd- Sarah McKendree
- There are not many records to track deposits and withdrawals into and out of the student accounts. From this point forward, we will track in a spreadsheet what money goes in and out of a student account. We will have a record of how much goes in/out and what it is going in/out for.
- We now have a night deposit bag for the concessions stand account. We can take the money and deposit our Friday night football game profit directly after the game, so it is not sitting all weekend till it can be deposited on Monday.

Concessions-

- When ordering pizza for the concession stand, we included buying pizza for Mr. Cannistraci's students so they could eat during a rehearsal. Since the payment came out of concession stand profits, Sarah McKendree asked for a transfer from the general fund for the pizza amount since it was not concession stand related.
- We were approached by a football parent wanting to bring in a Primanti Brothers' food truck for one football game. Upon discussing it with Mr. Regan he said it should be homecoming or senior night. Senior night was picked and it will be held on 10/25. They will give us 20% profit. Primanti Brothers will be limited to their sandwiches and they are not allowed to sell any drinks. We will have a drink only line to speed up drink purchases for anyone who purchases their food from

the food truck. We may need to reduce or cut our Szechuan's general Jou's meal and/or pappy's chicken tenders if needed so we don't lose money with people buying primanti's sandwiches. We will need to check to see if they need to plug in their truck for power since we have no extra power to supply them.

- Volunteers- Letting 9th through 12th grade students volunteer at the football game went very well. The students did a great job working. We would like to keep them volunteering, since we are not getting enough parents to volunteer.
- Rockets used the concessions over the weekend and left it very messy. They used our supplies and food, equipment was used and not cleaned, equipment left still plugged in, trash not taken out, rearranged shelves, one of our metal pizza pans disappeared and they left their food in our fridge. They are only allowed to use the building. They are not allowed to use our food, supplies or equipment. They must bring everything they need, clean it as they found it and take all their supplies and trash with them. Sarah McKendree called Mr. Regan to explain what happened and to find out who is in charge. Tim Ripple is in charge, so Sarah talked with him about what he needs to do and make sure happens when they use the concession stand. He said that high school students run the stand during their games but he would check to make sure they do what is needed. He was informed that having a high school student there by themselves is a safety hazard and an adult would need to be present. Mr. Cannistraci will talk with Mr. Regan to confirm that this will be addressed.
- Cody Hoffecker, the district electrician will need to look at our electrical box to get it fixed and up to code since it is currently not.

Non-profit status- Barron Deffenbaugh has now been given all receipts, so he has information to figure out what is needed for the 1024 report for the IRS. It should be done by next meeting so the officers can sign it and sent it to the IRS.

Clothing order- The teachers will pass out order forms to the students. Orders can be found at the concession stand as well. Sarah McKendree will collect order forms to turn into KTees to be filled. The order forms and money are due by 9/13.

Fundraisers-

- **September-** Ram cards- Order forms will be passed out next Tuesday, 9/9. The presenter will not say you can get orders without money like in the past. Since we have had problems getting money back after the Ram cards are passed out. We do not want to promote that the students can wait till passing out the cards to get the payment.

- **October-** Little caesars pizza kits
- **November/December-** Pie shoppe/Cookie dough
- **January-** Varies.

Facebook page- Sarah McKendree created the Richland Music Boosters page. Please like the page to get up to date information from the boosters.

New website- We are ready to launch a new fine arts website. There are 2 old music web pages that will need to be taken down, so we can have all the information in one place. The Rpac page will list theater booster officers and their information and fine arts page will list music boosters officers and information. It will include a booster section for volunteer signups. We will look into using google signups or another sign up instead of signup genius. We will need it to be able to stop taking sign ups once a slot has the required amount of volunteers needed.

Director's update- Mr. Cannistraci has a new colorguard instructor. A couple of positions opened right as band camp started, but all positions are filled now.

Next meeting will be held in the art room on **Wednesday, October 9th at 7 pm.**

Motion to adjourn meeting- 1st-Barron Deffenbaugh , 2nd-Sharon Korzi. All present were in favor.