

BOARD MEMBER MEETING MINUTES

May 1, 2017

Attendance: See Attached

Location: Drama Room A

FMHS Choir Booster Club
2201 Long Prairie Rd, Suite 107-715
Flower Mound, TX 75022
www.fmhschoir.com

Board members in attendance: Ellen Weaver, President; Kristine Ostermann, Treasurer; Jason Hewitt, Assistant Treasurer; Jodi Rhinehart-Doty, Secretary; Jennifer Lauridia, Special Events; Elizabeth Paladino, Publicity. Others in attendance: Dr. Mark Rohwer, Director

Ellen Weaver, President, called the meeting to order at 6:37pm.
Quorum was established.

Pop Show Tickets (Jason Hewitt)

- Jason Hewitt is setting up on-line Pop Show ticket sales through Brown Paper Tickets
- Tickets will be sold on-line only
- Tickets will be sold starting on Monday, 5/8 at 8:00pm
- Directors/Board may start purchasing tickets on Saturday, 5/6 at 10:00am

Secretary's Minutes (Ellen Weaver)

- Ellen presented the 4/10/17 Board Meeting Minutes. Minutes were reviewed and discussed. Jason Hewitt motioned to approve the minutes as presented. Elizabeth Paladino Seconded. Motion passed.

Treasurer's Report (Kristine Ostermann) – See attachments

Current Financial Report:

Balance as of 04/10/2017:	\$23,517.04
Income for Period 04/11/17-05/01/17	\$11,738.85
Expense for Period 04/11/17-05/01/17	\$(5,020.32)
Net Change for Period 04/11/17-05/01/17	\$ 6,718.53
Balance as of 05/01/17:	\$30,235.57

Proposed Budget for 2017-2018 - see attachments

- Kristine presented the Proposed Budget for 2017-2018. The budget was reviewed and discussed. Ellen Weaver motioned to approve the budget as presented. Jason Hewitt Seconded. Motion passed.

Audit Committee

- The board is looking for volunteers for the Audit Committee. This committee works over the summer to audit the Choir Booster Club's books. Jennifer Lauridia volunteered to be on the committee and to lead it.
- An ask for two more volunteers and an alternate will be made at the General Meeting tonight.

Nominating Committee (Ellen Weaver)

- The Nominating Committee of Lori Ford, Jennifer Lauridia, Holly Egan, and Kristine Ostermann (alternate) presented the slate of nominations for the 2017-2018 board on April 24, 2017 via e-mail.
- The nominations are:
 - President: Kristine Ostermann
 - Vice President: Elaine Curtis
 - Secretary: Jodi Rhinehart-Doty
 - Treasurer: Jason Hewitt
 - Asst Treasurer: Melissa Alexander
 - Publicity: Elisabeth Paladino
 - Special Event Madrigal: Michele Diguette
 - Special Event Banquet: Shelley Craig
- The election will be at the General Meeting tonight, 5/1/17.

Director's Report/Calendar (Dr. Rohwer)

- 5/3 - 5/4 - Concert Auditions for next year - audition info is out on the choir website and on Charms
- 5/3/17 - Uniforms are due back
- 5/5/17 - Choir Banquet
- 5/6/17 - Vocal/ease Concert, C'est la Vie will also perform; starts at 3:00pm in the auditorium and is free
- 5/6/17 - Sing! A Capella Concert at Marcus High School, Vocal/ease and C'est la Vie will perform as well as other a cappella groups from the area; \$5.00
- 5/11/17 - C'est la Vie & Vocal/ease Auditions
- 5/19/17 - Audition results will be posted after 5:00pm
- 5/25 - 5/26 - Pop Show

Choir Banquet (Jennifer Lauridia)

- The banquet will be Friday May 5th from 6-11pm
- Jennifer needs to make final payment
- Jennifer is still collecting requests for special diets
- 269 tickets were sold
- Doors open at 6:00pm and dinner will be at 6:15pm

Miscellaneous (Ellen Weaver)

- Ellen brought up the request by Ms. Lail about the Evening Under the Stars Donation
- Ellen is going to check to see what the Theater Department is donating and choir will match

Ellen Weaver, President, adjourned the meeting at 7:15pm.

Minutes submitted by Jodi Rhinehart-Doty, Secretary

10:19 PM
04/29/17
Cash Basis

FMHS Choir Booster Club
Custom Summary Report
April 11 through May 1, 2017

	<u>Apr 11 - May 1, 17</u>
Ordinary Income/Expense	
Income	
Income	
Direct Public Support	
Corporate & Parent Donations	107.54
Total Direct Public Support	107.54
Events Income	
Banquet	5,265.00
Pop Show Income	
Pop Show T-Shirts	4,908.00
Total Pop Show Income	4,908.00
Total Events Income	10,173.00
Total Income	10,280.54
Total Income	10,280.54
Expense	
Expense	
Business Expenses	
Merchant Card Expense	4.00
Total Business Expenses	4.00
Competition Expenses	40.04
Events Expense	
Pop Show Expense	
Pop Show T-Shirts	4,280.76
Total Pop Show Expense	4,280.76
Total Events Expense	4,280.76
Program Support	
Commissioned Works	477.74
Music & Supplies	217.78
Total Program Support	695.52
Total Expense	5,020.32
Total Expense	5,020.32
Net Ordinary Income	5,260.22
Other Income/Expense	
Other Income	
Non-Operating Income	
CLV Fundraising	1,458.31
Total Non-Operating Income	1,458.31
Total Other Income	1,458.31
Net Other Income	1,458.31
Net Income	<u>6,718.53</u>

FMHS
r Booster Club
Profit & Loss Budget vs. Actual
July 2016 through June 2017

	Budget 16-17 as of 3/21/17	Potential Budget 17-18	Notes
Ordinary Income/Expense			
Income			
Income			
_Prior Year Carry-Over	14,446.11	5,000.00	This will be higher, but preference is to "under" budget
_Scholarship Fund Carry-Over	2,500.00	1,500.00	May still need to adjust.
Direct Public Support			
Activity Fee	30,140.00	28,000.00	
Corporate & Parent Donations	1,750.00	1,675.00	
Individual Memberships			
Blue Membership			
Jaguar Elite Membership			
Silver Membership			
Individual Memberships - Other	3,770.00	3,500.00	
Total Individual Memberships	3,770.00	3,000.00	
Scholarship Donations	250.00	0.00	
Total Direct Public Support	35,910.00	32,675.00	
Events Income			
All-State Crash Course	1,000.00	1,000.00	
Banquet	10,000.00	13,500.00	
Coffee House	700.00	800.00	
Madrigal	12,216.00	15,800.00	
Pop Show Income	16,000.00	16,000.00	
Region Auditions Hosting	0.00	0.00	
Total Events Income	39,916.00	46,900.00	
Other Types of Income			
Fundraising			
Concession Sales			
End of Year CDs			
Fundraising - Other			
Total Fundraising	1,000.00	1,000.00	
MCC Income	1,000.00	1,000.00	
Spirit Merchandise	5,000.00	5,000.00	
Total Other Types of Income	6,000.00	6,000.00	
Total Income	96,772.11	92,075.00	
Total Income	96,772.11	92,075.00	
Expense			
Business Expenses			
Administration	500.00	500.00	
Business Expense - Other			
Group Liability Insurance	475.00	475.00	
Merchant Card Expense	100.00	100.00	
Total Business Expenses	1,075.00	1,075.00	
Competition Expenses	3,000.00	3,000.00	
Events Expense			
All-State Crash Course	1,250.00	1,250.00	
Banquet Expense	10,300.00	13,500.00	
Coffee House	100.00	150.00	

FMHS Jr Booster Club
Profit & Loss - Budget vs. Actual
July 2016 through June 2017

	Budget 16-17 as of 3/21/17	Potential Budget 17-18	Notes
Madrigal Expense			
Costumes			
Food			
Madrigal Expense - Other			
Production			
Madrigal Expense - Other	9,318.80	11,000.00	
Total Madrigal Expense	9,318.80	11,000.00	
Pop Show Expense			
Pop Show Choreography			
Pop Show Expense - Other	8,000.00	8,000.00	
Total Pop Show Expense	8,000.00	8,000.00	
Region Auditions Hosting	157.46	0.00	
Uniform Purchase Expense	2,700.00	1,000.00	
Women's Invitational	3,000.00	0.00	\$0 next year, per Doc - will remove line for next year
Total Events Expense	34,826.26	34,900.00	
Other Expenses			
Discretionary Board Fund	3,370.85	500.00	
Fundraising Expense	250.00	100.00	
Performance Expenses			
Extended Works	5,500.00	5,000.00	Didn't increase as much as discussed (\$7500) - the reality is that we should be able to raise once we have a better feel for our carry-over for next year
Performance Expenses - Other			
Uniform Cleaning Expense	3,000.00	2,000.00	Reduced amount, since this was bumped up for 16-17 to use as a placeholder for the extra carry-over.
Total Performance Expenses	1,000.00	1,000.00	
Spirit Merchandise Expense	9,500.00	8,000.00	
Total Other Expenses	9,750.00	9,500.00	
Program Support	22,870.85	18,100.00	
Accompanists	2,000.00	2,000.00	
Choreography	2,000.00	2,000.00	
Clinics	6,000.00	6,000.00	
Commissioned Works	5,500.00	5,500.00	
Music & Supplies	3,500.00	2,500.00	
Scholarships			
Graduates			
Private Voice Lessons			
Scholarships - Other	10,000.00	10,000.00	
Total Scholarships	10,000.00	10,000.00	
Teacher Expenses			
Conference, Convention, Meeting	2,000.00	2,000.00	
Teacher Expenses - Other			
Total Teacher Expenses	2,000.00	2,000.00	
Tech Support	2,000.00	2,000.00	

FMHS Jr Booster Club
Profit & Loss Budget vs. Actual
July 2016 through June 2017

Notes

Budget 16-17 as of 3/21/17	Potential Budget 17-18
33,000.00	32,000.00

Total Program Support
Transportation/Social

Reduced, since the number was increased to account for the events where \$ was collected in 15-16, but expenses were paid in 16-17

Social Event	2,500.00	1,500.00
Transportation Expenses	1,500.00	1,500.00
Total Transportation/Social	4,000.00	3,000.00
Total Expense	96,772.11	92,075.00
Net Ordinary Income	96,772.11	92,075.00
Other Income/Expense	0.00	0.00

Other Income
Non-Operating Income
AGDA Trip
Auditions/Competitions Income
CLY Fundraising
Dallas Stars Game
Misc Events
Out of State Trip Income
PY Required Carryover
TFME

Total Non-Operating Income	2,000.00	2,000.00
Total Other Income	2,000.00	2,000.00
Other Expense	2,000.00	2,000.00

Non-Operating Expenses
ACDA Trip
Auditions/Competitions Expense
Dallas Stars Game
Misc Event
Next Year Req'd Carry-Forward
Out of State Trip Expense
TFME

Total Non-Operating Expenses	2,000.00	2,000.00
Total Other Expense	2,000.00	2,000.00
Net Other Income	0.00	0.00
Net Income	0.00	0.00

Net Other Income
Net Income

FMHS Choir Booster Club
Custom Summary Report
 July 1, 2016 through May 1, 2017

	<u>Jul 1, '16 - May 1, 17</u>
Ordinary Income/Expense	
Income	
Income	
_Prior Year Carry-Over	14,446.11
_Scholarship Fund Carry-Over	2,500.00
Direct Public Support	
Activity Fee	31,960.00
Corporate & Parent Donations	2,134.95
Individual Memberships	
Blue Membership	2,480.00
Jaguar Elite Membership	1,260.00
Silver Membership	150.00
Total Individual Memberships	<u>3,890.00</u>
Total Direct Public Support	37,984.95
Events Income	
All-State Crash Course	150.00
Banquet	11,310.00
Coffee House	1,120.00
Madrigal	12,216.00
Pop Show Income	
Pop Show T-Shirts	4,908.00
Total Pop Show Income	<u>4,908.00</u>
Total Events Income	29,704.00
Other Types of Income	
Fundraising	
Concession Sales	83.23
End of Year CDs	25.00
Total Fundraising	<u>108.23</u>
MCC Income	0.00
Spirit Merchandise	4,592.00
Total Other Types of Income	<u>4,700.23</u>
Total Income	<u>89,335.29</u>
Total Income	89,335.29
Expense	
Expense	
Business Expenses	
Administration	497.79
Business Expense - Other	0.00
Group Liability Insurance	475.00
Merchant Card Expense	-28.84
Total Business Expenses	<u>943.95</u>
Competition Expenses	2,191.40
Events Expense	
All-State Crash Course	700.00
Coffee House	94.35
Madrigal Expense	
Costumes	2,280.51
Food	4,192.38
Madrigal Expense - Other	999.69
Production	1,846.22
Total Madrigal Expense	<u>9,318.80</u>

**FMHS Choir Booster Club
 Custom Summary Report
 July 1, 2016 through May 1, 2017**

	<u>Jul 1, '16 - May 1, 17</u>
Pop Show Expense	
Pop Show Choreography	300.00
Pop Show T-Shirts	4,280.76
Total Pop Show Expense	4,580.76
Region Auditions Hosting	157.46
Uniform Purchase Expense	2,682.21
Total Events Expense	17,533.58
Other Expenses	
Performance Expenses	
Extended Works	3,033.04
Performance Expenses - Other	585.13
Uniform Cleaning Expense	178.97
Total Performance Expenses	3,797.14
Spirit Merchandise Expense	10,043.95
Total Other Expenses	13,841.09
Program Support	
Accompanists	1,450.00
Choreography	1,000.00
Clinics	5,973.65
Commissioned Works	5,935.94
Music & Supplies	2,244.91
Scholarships	
Graduates	700.00
Private Voice Lessons	3,200.00
Total Scholarships	3,900.00
Teacher Expenses	
Conference, Convention, Meeting	1,400.48
Teacher Expenses - Other	15.00
Total Teacher Expenses	1,415.48
Tech Support	1,589.98
Total Program Support	23,509.96
Transportation/Social	
Social Event	1,860.94
Transportation Expenses	1,715.82
Total Transportation/Social	3,576.76
Total Expense	61,596.74
Total Expense	61,596.74
Net Ordinary Income	27,738.55
Other Income/Expense	
Other Income	
Non-Operating Income	
ACDA Trip	10,482.79
Auditions/Competitions Income	3,357.00
CLV Fundraising	4,377.90
Dallas Stars Game	985.00
Misc Events	478.78
Out of State Trip Income	110,696.53

10:20 PM
04/29/17
Cash Basis

FMHS Choir Booster Club
Custom Summary Report
July 1, 2016 through May 1, 2017

	Jul 1, '16 - May 1, 17
PY Required Carryover	2,000.00
TFME	165.00
Total Non-Operating Income	132,543.00
Total Other Income	132,543.00
Other Expense	
Non-Operating Expenses	
ACDA Trip	6,885.39
Auditions/Competitions Expense	3,298.00
Dallas Stars Game	985.00
Misc Event	478.78
Out of State Trip Expense	118,233.81
TFME	165.00
Total Non-Operating Expenses	130,045.98
Total Other Expense	130,045.98
Net Other Income	2,497.02
Net Income	30,235.57