

# BOARD MEMBER MEETING MINUTES - BOARD TRANSITION MEETING

*May 30, 2017*

Location: Kristine Ostermann's Home

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

## Board Transition Meeting 5/30/17:

### Things to do during the summer:

- Kristine to close out books and contact Jennifer/audit committee for turnover. Kristine is targeting mid-June to have things closed. As of now, everything is on track for this.
- Jennifer/Audit committee to perform review of fiscal year ending 2017 records.
- Michelle will work on the design for a new bumper sticker. She will send the proposal to the group.
- Michelle mentioned that it would be good to have some parent t-shirts available at the parent meetings. We can address this by placing an initial order of common sizes and then placing a follow-up order based on additional need.
- Elaine will confirm if another vendor might be able to produce the choir yard signs at a lower price point.
- Vocal/Ease will have a retreat over the summer. At that time, they will try-on blazers/provide measurements if new blazers need to be ordered. In addition, they need to be measured for shirts (they will also pay for their own shirts). Since Elaine's son is in that group, she will help with measuring.
- Shelly is looking at potential venues for next year's choir banquet. The tentative date is May 4<sup>th</sup>.
- We have a need for someone to coordinate formalwear/measurements. Someone mentioned Mary Hicks may be available (but may not want to coordinate). If anyone knows of others who may be interested, feel free to speak up!

### Back to School/August Topics:

- The 2017-18 board kick-off meeting will be Monday, 8/7 at 6:30pm at school (room TBD - can we get a theater room?)
- Varsity parent meeting is Tuesday, 8/15 at 7pm.
  - Topics to review with parents (some topics abbreviated since most are returning parents):
    - Review activity form – use different sections to highlight different topics (e.g. – why we have an activity fee, joining booster club, spirit wear, banquet pre-sales, etc.)
    - Provide guidelines for hemming/tailoring formalwear
      - We might provide the contact info for resource(s) available to hem (for an additional fee to be paid directly to the tailor)
    - Volunteer interest sign-up
    - Montreal Trip
  - We will need 6-8 volunteers for measuring the students for uniforms plus collecting info for Madrigal costumes.
  - We will need appx 4 volunteers for collecting activity fees/payments.
  - Doc/LS may decide to include the Chamber Singers this night. This will allow us to more evenly split the groups between the “varsity” and “JV” parent nights.
  - Kristine will update the activity form for 2017-18
    - Add section for Montreal Trip – allow parents to pay deposit up front (need to confirm deposit amount)
    - Change \$ for banquet
    - Change \$ for choir yard signs (based on Elaine's feedback)

### September Topics:

- Board meeting Monday, 9/11 at 6:30pm
- JV parent meeting is Monday, 9/11 at 7:30.
  - See above for parent meeting topics/needs

- One additional update is that the program plans to have a few UNT music education students who will be working with the JV choirs during the school year. This may include additional sectionals, prep 9/10 choir auditions.
- Tailgate will be 9/15.
  - We may look at leveraging SignupGenius instead of Charms for volunteer sign-up. Tailgate may be the first test.

Minutes submitted by Kristine Ostermann