

BOARD MEMBER MEETING MINUTES

September 11, 2017

Attendance: See Attached

Location: FM9 Cafeteria

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

Board members in attendance: Kristine Ostermann, President; Elaine Curtis, Vice President; Jodi Rhinehart-Doty, Secretary; Jason Hewitt, Treasurer; Melissa Alexander, Assistant Treasurer; Shelley Craig, Special Events; Elizabeth Paladino, Publicity. Others in attendance: Dr. Mark Rohwer, Director; Lindsay Swartwood, Assistant Director

Kristine Ostermann, President called the meeting to order at 6:42 p.m.
Quorum was established.

Secretary's Minutes (Jodi Rhinehart-Doty)

- Jodi presented the 8/7/17 Board Meeting Minutes. The minutes were reviewed and discussed. Jason Hewitt motioned to approve the minutes as presented. Elizabeth Paladino Seconded. Motion passed.

Treasurer's Report (Jason Hewitt) – See attached

Current Financial Report:

Balance as of 07/31/17:	\$19,018.83
Income for Period 08/01/17-08/31/17	\$ 19,495.41
Expense for Period 08/01/17-08/31/17	\$(12,755.65)
Net Change for Period 08/01/17-08/31/17	\$ 6,739.76
Balance as of 08/31/17:	\$25,758.59

Tailgate 9/15/17 (Dr. Rohwer and Kristine Ostermann)

- Set up starts at 4:00 pm, food will be served 5:00 until 6:15, FMHS Visitor's Parking Lot
- Volunteers Update - (Jodi) Volunteers still needed for clean up, coolers needed
- Jason reminded everyone that all receipts for reimbursements need to be submitted to him

Director's Report (Dr. Rohwer)

- Vocal/ease and C'est la Vie Fundraising money is due today 9/11/17
- All State and 9/10 Regional Choir Auditions are coming up
 - Sectionals will be offered
 - All State fee is \$20
 - First Round is 9/23/17 - the audition day may not be as long as originally thought but students should bring a lunch
- Check Calendar frequently
- Permission Slips - one for entire year
- Tailgate
- Choir Pictures - next Tuesday 9/19
 - We will collect All State Fees (\$20) and Dallas Stars Game ticket money (\$15) that night
 - Will need volunteers to collect money from 7:00 - 8:30 p.m.
- Dallas Stars Game - Tuesday night of Thanksgiving break (\$15 for ticket and bus)
- University of Michigan Men's Glee Club will be here May 11-12 and will stay two nights. We will need volunteer homes for them to stay in - two guys per home. We will need about 30 home volunteers.

- Canada Trip
 - Will be during Spring Break 2018 - 3/11/18 to 3/17/18
 - 22 people have signed up for the trip so far. Need 36 people to go. Final day to put deposit down is 9/27/17.

Uniform Measuring/Fitting (Elaine Curtis)

- During the General Meeting tonight, 9/11/17, students should get their fittings done while parents are in the meeting
- Choir shirts will be available in the Choir Room tonight, 9/11/17, for students to pick up

Kristine Ostermann, President adjourned the meeting at 7:10 p.m.

Minutes submitted by Jodi Rhinehart-Doty, Secretary

Flower Mound High School Choir Booster Club

Account Summary

Balance as of 07/31/17:	\$ 19,018.83
Income for Period 8/1/17 to 8/31/17	\$ 19,495.41
Expense for Period 8/1/17 to 8/31/17	\$ (12,755.65)
Net Change for Period 8/1/17 to 8/31/17	\$ 6,739.76
Balance as of 08/31/17:	\$ 25,758.59

2:17 PM
09/11/17
Cash Basis

FMHS Choir Booster Club

Profit & Loss Budget vs. Actual

July through August 2017

Jul - Aug 17

Ordinary Income/Expense

Income

Income	17,192.28	
_Prior Year Carry-Over	2,200.00	
_Scholarship Fund Carry-Over		
Direct Public Support	18,360.27	
Activity Fee	0.00	
Corporate & Parent Donations	0.00	
Individual Memberships	0.00	
Scholarship Donations	0.00	
Total Direct Public Support	18,360.27	
Events Income	175.12	
All-State Crash Course	0.00	
Banquet	0.00	
Coffee House	0.00	
Madrigal	0.00	
Pop Show Income	0.00	
Region Auditions Hosting	0.00	
Total Events Income	175.12	
Other Types of Income	0.00	
Fundraising	0.00	
Spirit Merchandise	0.00	
Total Other Types of Income	0.00	
Total Income	37,927.67	
Total Income	37,927.67	

Expense

Expense

Business Expenses		
Administration	150.50	
Group Liability Insurance	475.00	
Merchant Card Expense	19.90	
Total Business Expenses	645.40	
Competition Expenses	0.00	
Events Expense	525.00	
All-State Crash Course		
Banquet Expense	1,200.00	
Venue	0.00	
Banquet Expense - Other	0.00	
Total Banquet Expense	1,200.00	
Coffee House	0.00	
Madrigal Expense	0.00	
Pop Show Expense	0.00	
Region Auditions Hosting	0.00	
Uniform Purchase Expense	742.42	
Total Events Expense	2,467.42	
Other Expenses	0.00	
Discretionary Board Fund	0.00	
Fundraising Expense	0.00	

2:17 PM
 09/11/17
 Cash Basis

FMHS Choir Booster Club Profit & Loss Budget vs. Actual July through August 2017

	Jul - Aug 17
Performance Expenses	
Extended Works	500.00
Performance Expenses - Other	0.00
Uniform Cleaning Expense	0.00
	500.00
Total Performance Expenses	500.00
Spirit Merchandise Expense	7,792.69
Total Other Expenses	8,292.69
Program Support	
Accompanists	0.00
Choreography	0.00
Clinics	0.00
Commissioned Works	0.00
Music & Supplies	2,581.04
Scholarships	
Graduates	0.00
Scholarships - Other	0.00
	0.00
Total Scholarships	0.00
Teacher Expenses	
Conference, Convention, Meeting	522.75
	522.75
Total Teacher Expenses	522.75
Tech Support	685.00
	685.00
Total Program Support	3,788.79
Transportation/Social	
Social Event	115.49
Transportation Expenses	0.00
	115.49
Total Transportation/Social	115.49
Total Expense	15,309.79
Total Expense	15,309.79
Net Ordinary Income	22,617.88
Other Income/Expense	
Other Income	
Non-Operating Income	
Jag Retreat	360.00
PY Required Carryover	2,000.00
	2,360.00
Total Non-Operating Income	2,360.00
Total Other Income	2,360.00
Other Expense	
Non-Operating Expenses	
Jag Event	1,340.61
	1,340.61
Total Non-Operating Expenses	1,340.61
Total Other Expense	1,340.61
Net Other Income	1,019.39
Net Income	23,637.27

FMHS Choir Booster Club Profit & Loss Budget vs. Actual July through August 2017

	Budget
Ordinary Income/Expense	
Income	
Income	
_Prior Year Carry-Over	17,192.28
_Scholarship Fund Carry-Over	1,500.00
Direct Public Support	
Activity Fee	28,000.00
Corporate & Parent Donations	1,675.00
Individual Memberships	3,000.00
Scholarship Donations	0.00
Total Direct Public Support	32,675.00
Events Income	
All-State Crash Course	1,000.00
Banquet	13,500.00
Coffee House	800.00
Madrigal	15,600.00
Pop Show Income	16,000.00
Region Auditions Hosting	0.00
Total Events Income	46,900.00
Other Types of Income	
Fundraising	1,000.00
Spirit Merchandise	5,000.00
Total Other Types of Income	6,000.00
Total Income	104,267.28
Total Income	104,267.28
Expense	
Expense	
Business Expenses	
Administration	500.00
Group Liability Insurance	475.00
Merchant Card Expense	100.00
Total Business Expenses	1,075.00
Competition Expenses	3,000.00
Events Expense	
All-State Crash Course	1,250.00
Banquet Expense	
Venue	
Banquet Expense - Other	13,500.00
Total Banquet Expense	13,500.00
Coffee House	150.00
Madrigal Expense	11,000.00
Pop Show Expense	11,000.00
Region Auditions Hosting	0.00
Uniform Purchase Expense	1,000.00
Total Events Expense	37,900.00
Other Expenses	
Discretionary Board Fund	2,892.28
Fundraising Expense	100.00

2:17 PM
 09/11/17
 Cash Basis

FMHS Choir Booster Club Profit & Loss Budget vs. Actual July through August 2017

	Budget
Performance Expenses	
Extended Works	8,000.00
Performance Expenses - Other	2,000.00
Uniform Cleaning Expense	1,000.00
	11,000.00
Total Performance Expenses	11,000.00
Spirit Merchandise Expense	9,500.00
	23,492.28
Total Other Expenses	
Program Support	
Accompanists	2,000.00
Choreography	2,000.00
Clinics	8,500.00
Commissioned Works	5,500.00
Music & Supplies	2,500.00
Scholarships	
Graduates	
Scholarships - Other	10,000.00
	10,000.00
Total Scholarships	10,000.00
Teacher Expenses	
Conference, Convention, Meeting	2,000.00
	2,000.00
Total Teacher Expenses	2,000.00
Tech Support	2,000.00
	34,500.00
Total Program Support	34,500.00
Transportation/Social	
Social Event	1,500.00
Transportation Expenses	3,500.00
	5,000.00
Total Transportation/Social	5,000.00
	104,967.28
Total Expense	104,967.28
Total Expense	104,967.28
Net Ordinary Income	(700.00)
Other Income/Expense	
Other Income	
Non-Operating Income	
Jag Retreat	
PY Required Carryover	
Total Non-Operating Income	
Total Other Income	
Other Expense	
Non-Operating Expenses	
Jag Event	
Total Non-Operating Expenses	
Total Other Expense	
Net Other Income	
Net Income	(700.00)

2:17 PM
 09/11/17
 Cash Basis

FMHS Choir Booster Club Profit & Loss Budget vs. Actual July through August 2017

	\$ Over Budget
Ordinary Income/Expense	
Income	
Income	0.00
_Prior Year Carry-Over	700.00
_Scholarship Fund Carry-Over	
Direct Public Support	(9,639.73)
Activity Fee	(1,675.00)
Corporate & Parent Donations	(3,000.00)
Individual Memberships	
Scholarship Donations	0.00
Total Direct Public Support	(14,314.73)
Events Income	(824.88)
All-State Crash Course	(13,500.00)
Banquet	(800.00)
Coffee House	(15,600.00)
Madrigal	(16,000.00)
Pop Show Income	
Region Auditions Hosting	0.00
Total Events Income	(46,724.88)
Other Types of Income	(1,000.00)
Fundraising	(5,000.00)
Spirit Merchandise	
Total Other Types of Income	(6,000.00)
Total Income	(66,339.61)
Total Income	(66,339.61)
Expense	
Expense	
Business Expenses	(349.50)
Administration	0.00
Group Liability Insurance	(80.10)
Merchant Card Expense	
Total Business Expenses	(429.60)
Competition Expenses	(3,000.00)
Events Expense	(725.00)
All-State Crash Course	
Banquet Expense	(13,500.00)
Venue	
Banquet Expense - Other	
Total Banquet Expense	(12,300.00)
Coffee House	(150.00)
Madrigal Expense	(11,000.00)
Pop Show Expense	(11,000.00)
Region Auditions Hosting	0.00
Uniform Purchase Expense	(257.58)
Total Events Expense	(35,432.58)
Other Expenses	(2,892.28)
Discretionary Board Fund	(100.00)
Fundraising Expense	

2:17 PM
 09/11/17
 Cash Basis

FMHS Choir Booster Club Profit & Loss Budget vs. Actual July through August 2017

	\$ Over Budget
Performance Expenses	
Extended Works	(7,500.00)
Performance Expenses - Other	(2,000.00)
Uniform Cleaning Expense	(1,000.00)
	(10,500.00)
Total Performance Expenses	(10,500.00)
Spirit Merchandise Expense	(1,707.31)
	(15,199.59)
Total Other Expenses	
Program Support	
Accompanists	(2,000.00)
Choreography	(2,000.00)
Clinics	(8,500.00)
Commissioned Works	(5,500.00)
Music & Supplies	81.04
Scholarships	
Graduates	
Scholarships - Other	(10,000.00)
	(10,000.00)
Total Scholarships	(10,000.00)
Teacher Expenses	
Conference, Convention, Meeting	(1,477.25)
	(1,477.25)
Total Teacher Expenses	(1,477.25)
Tech Support	(1,315.00)
	(30,711.21)
Total Program Support	(30,711.21)
Transportation/Social	
Social Event	(1,384.51)
Transportation Expenses	(3,500.00)
	(4,884.51)
Total Transportation/Social	(4,884.51)
Total Expense	(89,657.49)
Total Expense	(89,657.49)
Net Ordinary Income	23,317.88
Other Income/Expense	
Other Income	
Non-Operating Income	
Jag Retreat	
PY Required Carryover	
Total Non-Operating Income	
Total Other Income	
Other Expense	
Non-Operating Expenses	
Jag Event	
Total Non-Operating Expenses	
Total Other Expense	
Net Other Income	
Net Income	24,337.27