

BOARD MEMBER MEETING MINUTES

December 4, 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: Kristine Ostermann, President; Elaine Curtis, Vice President; Jodi Rhinehart-Doty, Secretary; Jason Hewitt, Treasurer; Melissa Alexander, Assistant Treasurer; Shelley Craig and Michele Diguette, Special Events. Others in attendance: Dr. Mark Rohwer, Director; Lindsay Swartwood, Assistant Director

Kristine Ostermann, President, called the meeting to order at 6:33 p.m.
Quorum was established.

Secretary's Minutes (Jodi Rhinehart-Doty)

- Jodi presented the 11/06/17 Board Meeting Minutes. The minutes were reviewed and discussed. A correction was noted. Jason Hewitt motioned to approve the minutes with changes. Melissa Alexander Seconded. Motion passed.

Treasurer's Report (Jason Hewitt) – See attached

Current Financial Report:

| | |
|--------------------------|--------------|
| Starting Balance 11/1/17 | \$48,672.83 |
| Deposits of | +\$15,905.66 |
| Debits of | -\$16,989.07 |
| Ending Balance 11/30/17 | \$47,589.42 |

Madrigal (Michele Diguette and Shelley Craig)

- Need Volunteers! We only have 43 of 120 volunteer slots filled. Michele is going to send Ms. Swartwood the most urgent volunteer needs and she will send out another e-mail requesting volunteers.
- Caterer is all set and ready.
- Decorations - may stage decorations after last performance on Saturday night to put back on Sunday. This will allow for better organization in storage closet. Michele is going to check to make sure volunteers are available on Sunday afternoon to help.
- Programs will be here Tuesday (tomorrow - 12/5) and we need help placing the tie wrap and sticker on them. Volunteers needed for Tuesday night at 7:00 pm. We will ask for help at the General Meeting.
- Costumes - need volunteers in the fitting rooms for each performance.
- Lecture Hall will be available during the shows for students to relax and take a break.

Coffeehouse (Kristine Ostermann)

- Coffeehouse is 12/12/17 in the main campus cafeteria.
- Originally going to be just for C'est la Vie and Vocal/ease students but Doc is going to open it up and invite any Varsity student to perform who would like to.
- \$5.00 per person who is not performing
- Coffee and Hot Chocolate will be served (Kristine will pick up)
- Students who are performing will bring snacks to place out as refreshments
- JV Coffeehouse will be in the Spring
- Elaine will pick up the percolator
- Jason will bring change/money

Upcoming Events (Dr. Rohwer)

- 12/7/17 - Mooya Spirit Night for Choir! It will be from 5:00 to 7:00 pm.
- 12/12/17 - Coffee House at 7:00 pm - Jag Chorale and Chamber Singers
- Madrigal
 - 12/7 Dress Rehearsal
 - 12/8 Performance 1 (Evening dinner) - students must stay on campus - can have dinner brought to them or order Jersey Mikes (Jason is going to handle the Jersey Mikes orders)
 - 12/9 Performance 2 (Matinee) and Performance 3 (Evening dinner)
- 12/16/17 - Holiday Concert
 - Jag Chorale and WCC will perform
 - Will be held at FMUMC at 11:00am
 - Dr. Hightower from UNT will be conducting
 - Will take a collection at the end of the performance for CCA
 - Need volunteers to help set up and need parents to help with CCA collection at the doors at end of concert
- 12/13/17 - Yoga Day in the classes
- 12/27/17 - Next payment for Canada trip due
- 1/9/18 - Next Choir Booster Club Meeting

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

Minutes submitted by Jodi Rhinehart-Doty, Secretary

FMHS Choir Booster Club Custom Summary Report July 2017 through June 2018

| | Jul '17 - Jun 18 |
|--------------------------------|------------------|
| Ordinary Income/Expense | |
| Income | |
| Income | |
| _Prior Year Carry-Over | 17,192.28 |
| _Scholarship Fund Carry-Over | 2,200.00 |
| Direct Public Support | |
| Activity Fee | 27,283.45 |
| Corporate & Parent Donations | 1,531.18 |
| Individual Memberships | |
| Blue Membership | 20.00 |
| Individual Memberships - Other | 3,696.00 |
| Total Individual Memberships | 3,716.00 |
| Scholarship Donations | 600.00 |
| Total Direct Public Support | 33,130.63 |
| Events Income | |
| All-State Crash Course | 175.12 |
| Banquet | 3,825.00 |
| Total Events Income | 4,000.12 |
| Other Types of Income | |
| Fundraising | 906.00 |
| Spirit Merchandise | 3,451.96 |
| Total Other Types of Income | 4,357.96 |
| Total Income | 60,880.99 |
| Total Income | 60,880.99 |
| Expense | |
| Expense | |
| Business Expenses | |
| Administration | 417.09 |
| Business Expense - Other | 280.57 |
| Group Liability Insurance | 475.00 |
| Merchant Card Expense | 24.90 |
| Business Expenses - Other | 0.00 |
| Total Business Expenses | 1,197.56 |
| Events Expense | |
| All-State Crash Course | 525.00 |
| Banquet Expense | |
| Venue | 1,200.00 |
| Total Banquet Expense | 1,200.00 |
| Madrigal Expense | |
| Decorations | 283.48 |
| Food | 6,800.00 |
| Madrigal Expense - Other | 620.67 |
| Production | 804.09 |
| Total Madrigal Expense | 8,508.24 |
| Uniform Purchase Expense | 1,523.83 |
| Total Events Expense | 11,757.07 |

FMHS Choir Booster Club
Custom Summary Report
 July 2017 through June 2018

| | Jul '17 - Jun 18 |
|---------------------------------|------------------|
| Other Expenses | |
| Performance Expenses | |
| Extended Works | 4,020.00 |
| Performance Expenses - Other | 200.00 |
| Total Performance Expenses | 4,220.00 |
| Spirit Merchandise Expense | 9,934.49 |
| Total Other Expenses | 14,154.49 |
| Program Support | |
| Accompanists | 600.00 |
| Clinics | 2,845.00 |
| Music & Supplies | 3,420.12 |
| Scholarships | |
| Activity Fee Waived | 140.00 |
| Graduates | 600.00 |
| Private Voice Lessons | 1,280.00 |
| Total Scholarships | 2,020.00 |
| Teacher Expenses | |
| Conference, Convention, Meeting | 522.75 |
| Total Teacher Expenses | 522.75 |
| Tech Support | 350.00 |
| Total Program Support | 9,757.87 |
| Transportation/Social | |
| Social Event | 498.77 |
| Transportation Expenses | 110.00 |
| Total Transportation/Social | 608.77 |
| Total Expense | 37,475.76 |
| Total Expense | 37,475.76 |
| Net Ordinary Income | 23,405.23 |
| Other Income/Expense | |
| Other Income | |
| Non-Operating Income | |
| Auditions/Competitions Income | 4,200.00 |
| Dallas Stars Game | 495.00 |
| Jag Retreat | 420.00 |
| Misc Events | 208.00 |
| Out of State Trip Income | 40,489.46 |
| PY Required Carryover | 2,000.00 |
| TFME | 119.00 |
| Total Non-Operating Income | 47,931.46 |
| Total Other Income | 47,931.46 |

5:57 PM
12/04/17
Cash Basis

FMHS Choir Booster Club
Custom Summary Report
July 2017 through June 2018

| | <u>Jul '17 - Jun 18</u> |
|--------------------------------|-------------------------|
| Other Expense | |
| Non-Operating Expenses | |
| Auditions/Competitions Expense | 5,537.33 |
| Dallas Stars Game | 420.00 |
| Jag Event | 1,340.61 |
| Misc Event | 984.68 |
| Next Year Req'd Carry-Forward | 2,000.00 |
| Out of State Trip Expense | 26,000.00 |
| TFME | 180.00 |
| Total Non-Operating Expenses | <u>36,462.62</u> |
| Total Other Expense | <u>36,462.62</u> |
| Net Other Income | <u>11,468.84</u> |
| Net Income | <u><u>34,874.07</u></u> |