

RHAM MUSIC BOOSTER MEETING NOTES

October 12, 2010

Meeting called to order at 7:00 pm.

In Attendance – Tina Hatch, Michele Kacy, Denise McRae, Kevin Williams, Jim Mirakian, Nick Kokus, Joan O’Connell, Marie Quinn, Mimi Wilderman, Barbara Angelo, and Peter O’Connell.

Secretary’s Report – Kevin asked if notes from September 14, 2010 posted on website could be approved. Jim motioned to accept and Nick seconded. Motion accepted.

Treasurer’s Report –

- 1). Mimi supplied a written report of revenue, expenses, and current balances. Revenue generated from memberships \$425.00. Expenses since last meeting included only a yearbook ad \$100.00. Current balances are in Checking \$10,596.89; Savings \$1615.47; CD \$3,785.58; Total \$15,997.94.
- 2). Mimi listed membership numbers from 2008, 2009, and 2010. Currently there are only forty two families registered. She suggested mailing a second letter describing membership to Music Boosters to include benefits, purpose, and the ability to purchase memberships the night of the concert. Motion accepted.

Directors’ Updates –

- 1). Jim stated the music trip to Broadway to see “Chicago” is still in approval stage. They are looking at Saturday May 7, 2011. Cost would be \$160.00 and include show, dinner, and bus. Departure time would be 7-7:30 am.
- 2). “Grease” musical set for March 25-26, 2011.
- 3). Nick introduced Peter O’Connell as the student band liaison. He is the vice president for the band.
- 4). Charter Oak Musical Festival trip is set. Dates are November 4, 8, and 9. Students have permission slips, t-shirts, and music.
- 5). Eastern Region High School auditions are November 13, 2010 at Ledyard High School. Twenty three students are attending. Bus is arranged.
- 6). Hebron Voluntary Fire Department anniversary parade is set for November 6, 2010. Only the Wind Ensemble will be marching. Start time set for noon. Nick will keep us informed if he needs anything.
- 7). Fall concert is October 27, 2010. Band performs first. Chorus will be baking for the event.

Old Business -

- 1). Non-profit Status (501C3) Laurie was not available tonight but Kevin stated we are still waiting on papers.
- 2). Insurance Assessment – Kevin has made a contact for insurance. Currently there is only one event to cover, the fair, for event insurance. Director and officer coverage will be checked into. Financial information might be required.
- 3). Basket raffle – Mimi reported that an email was mailed out. She currently has one person signed up but is still recruiting. She needs descriptions for baskets by November 5, 2010.
- 4). Hebron Harvest Fair Milkshake – Tina will be attending a Lion's meeting to get check for selling tickets. Ted's grocery said they had mailed their bill but it has not been received. The freezer used for storing the ice cream is no longer usable. Two options include: 1). Freezer purchase of \$370 and then storage fee of \$350/year or 2). Freezer rental of \$100 for the timeframe needed with Taylor Rental in Manchester with \$65 delivery fee. We would need to lock in dates for rental. Vote taken and motion accepted for freezer rental option.
- 5). Spare Time Vernon Bowling Alley Fundraiser– Checking into the date December 5, 2010 with timeframe 1:30 – 4:30pm and line time of 2-4 pm. Cost \$15/person and would include 2 hour line time, shoes, pizza, and soda. Six people are assigned a lane and there is a deposit of \$10/lane required. Motion made to proceed by Joan and seconded by Michele. Motion accepted.
- 6). Appleby's Fundraiser – Their CT website provides information about fundraising. There are two sittings 8-9 and 9-10. We provide greeters, pancake servers, sitters, bussers, and beverage servers. Cost is \$5/ticket. We print the tickets and pre-sell them. Plan to lock in a date next meeting.

New Business-

- 1). Rainbow Graphics – Encore group ordering outfit. Checking into shirts for other groups.
- 2). Lyman Orchards Pie Fundraiser – Jim stated pies are selling.
- 3). October Concert Volunteer status – Tina has basic group set for concession area. Jim has program set.
- 4). Music Grant Update – Nick reported he is waiting on check and is ready to purchase items.
- 5). New England Music Festival – Jim provided information on what the festival entails: housing for students, headquarter hotel, rehearsal space, lighting/sound, programs, recording of concerts, food for students and teachers, hospitality room, contract, and tickets. Dates are March 15-17, 2012. There is a festival host handbook that is provided and outlines what the requirements are. Seed money is

given. We do the footwork. The school is okay with hosting. Motion to put our name in to host the event carried.

6). Website Update – Kevin now has total access and he will work on content and then format. Plan to place agenda on one week before meeting. Notes from previous meeting will be on website to review.

7). Additional Fundraiser Ideas – 99 Restaurants offers one where if a person brings in the group's flyer for the event 15% goes to group. We just pick a date and time.

Meeting Adjourned at 8:10 pm

RHAM MUSIC BOOSTER MEETING NOTES

November 2, 2010

Meeting called to order at 7:02 pm

In Attendance – Tina Hatch, Mimi Wildeman, Kathy Hund, Sabrina Hund, Jim Mirakian, Nick Kokus, Kevin Williams, Barbara Angelo, Marie Quinn, Jennifer Arel and Denise McRae.

Secretary's Report – Notes reviewed for October 12, 2010 RHAM Music Booster meeting. Correction made to Spare Time Vernon Bowling Alley Fund raiser information. Notes should read lane time of 2-4 pm. Meeting notes then approved and accepted. Thank you cards read from both Cameron J. D'Auria and the yearbook committee.

Treasurer's Report – Mimi supplied a written report that included revenues, expenses and current balances. Milk bill is still pending. Current balances are: Checking: \$16,881.39; Savings: \$1,615.73; CD: \$3,786.93; and Total: \$22,284.05. Mimi reported on memberships as well. During the Fall Concert a push was made to increase memberships. There are now 82 memberships to the Boosters. A motion to accept treasurer's report was made by Nick and seconded by Tina. Motion accepted.

Director's Updates –

- 1). Jim requested money for payment of the accompanist of \$1500. This covers her work at concerts and practices. Kevin made motion to accept request, Jen seconded, and motion passed.
- 2). Jim asked the Boosters to purchase black concert pants for the Encore group. Pants are washable, with adjustable waist, prehemmed, and cost \$24.00. Students would have assigned pants and return them to the school at the end of the year. Total cost is \$672.00. Tina motioned to accept request, Kathy seconded, and motion passed.
- 3). Nick requested a purchase of ten black bath towels. They would be used to cushion and prevent rolling of mallets on stands. Tina made motion to accept request, Mimi seconded, and motion passed. Mimi and Tina will make purchase.
- 4). Nick provided written information on the Hebron Volunteer Fire Department 75th Anniversary Parade. He asked for two volunteers to provide water and hot chocolate in coolers for the event. Other supplies are already set. Barb, Kevin, and possibly Jen are available to help.
- 5). Nick reported on Eastern Regional High School Auditions set for November 13th. Students leave at 9:30 for Ledyard High School and return 4-5 pm.
- 6). Nick relayed information on the Charter Oak Music Festival. Dates are November 4, 8, and 9th. First Student bus is arranged. Concert tickets will be available during the rehearsals.
- 7). Jim reported on Lyman Orchard Pie fund raiser. 316 pies were sold for a total of \$4,424.00. The profit is \$1,875.78. Delivery date is November 18th at 2pm. He will need a check on that date.

8). Jim stated permission for the music trip to Broadway has been given. Date is May 7th. He has 100 tickets. A flyer will be going out to the students soon. There may be a side trip to St. John Divine Cathedral added which would increase the cost by \$10.

9). Jim reported we would no longer be asking to host the New England Music Festival.

Other Business –

1) Fund Raisers - Jim brought up a new fund raiser called Pine Rivers Timeless Traditions. He shared a brochure. They feature cheese, sausage, dips, and candy. Jim stated there are now a few groups that sell pies. Jen brought up another possible fund raiser of Equal Exchange coffee. This could be sold at a table during a concert. Sabrina brought up selling muffins as a fund raiser. Candles were brought up as another option.

2). Non-profit Status (501C3) Kevin will contact Barbara McGraff. He will get copies of papers and clarify status.

3). Insurance Assessment – Kevin and Tina are working on.

4). Basket Raffle – Barbara reported she has 17 volunteers for baskets. She is waiting on final information on contents of baskets from them. Mimi needs this information by Friday. Mimi will purchase the tickets needed for the raffle.

5). Bowling Fund Raiser – Tina is looking for a ticket template. Jim has one and Mimi will check as well.

6). Eat Out in Manchester – Looking for someone to chair a fund raiser for this December. Person would contact various businesses, arrange fund raiser details, and set up a flyer for the event. No volunteer at this time.

7). December 21 Winter Concert – Tina requested four tables for the basket raffle. Sabrina will make a giant concert muffin to be included in the basket raffle.

Meeting Adjourned – at 7:53 pm.

RHAM MUSIC BOOSTER MEETING NOTES

December 14, 2010

Meeting called to order at 7:00 pm.

In Attendance – Tina Hatch, Nick Kokus, Mimi Wilderman, Joan O’Connell, Marie Quinn, Jennifer Arel, Barbara Angelo, Jim Mirakian, and Denise McRae.

Secretary’s Report – Meeting notes reviewed from November 2, 2010. Jim motioned to accept a written and Nick seconded. Motion accepted.

Treasurer’s Report – Mimi shared a written report of revenue, expenses, and balances. Current balances include: Checking \$10,919.70; Savings \$1,616.01; CD \$3,788.42; and Total \$16,324.13. Mimi stated the first payment for the New York trip was made. A second payment is due in February. Black towels were purchased for the percussionists. Nick stated they were working well in keeping the instruments organized and quiet. The Encore sweatshirt/pants were purchased as well. Memberships for the current year are now 84.

Director’s Updates –

- 1). Nick reported that the Hebron Volunteer Fire Department 75th Anniversary parade went great. They were the best appearing musical group.
- 2). Charter Oak Music Festival went well. Fifteen students participated.
- 3). Eastern Region Music Festival (January 7-8, 2011) - Seven students will be attending.
- 4). Chamber Concert (November 16, 2010) – Concert went well.
- 5). Jazz band played prior to the Superintendent program. It was good exposure for them.
- 6). New England Music Festival – Jim reported that Dave Dorien made it in. The concert will be held in Burlington, VT.
- 7). The Encore group is busy singing in different area churches. They performed at the Marlborough Arts Center too and had a great audience. Their black pants were passed out and look nice.
- 8). Winter Concert is scheduled for December 21, 2010. The Band is scheduled to bake. Program ads are ready to go. They will be using the same ones as the fall concert. Choral students are to arrive at 6:30 and Band at 6:55pm.

Other Business –

- 1). Non-profit status (501C3) update – Mimi will be working on this project. She has a box of information and draft from Laurie. There is a timeline needed for its completion.

2). Insurance Assessment – Currently on hold. Insurance depends on whether group is non-profit and ability to pay premium.

3). Teacup Raffle – Mimi reported that there are now 17-19 baskets. There are items that will be used in a silent auction as well. Tina will order tables for the baskets to be placed on. Table clothes are in cabinet. Leftover pens will be sold at a table too. Mimi reviewed state requirements for the raffle. A sign from the state needs to be posted. Raffle money is handled separately. All tickets are \$1.00. There are ten badges for booster members to wear that indicate they are working the raffle. Tickets are drawn on stage. Joan and Tina volunteered to pull the tickets. If the same person wins more than one basket, it is acceptable. There is a form the state requires to be completed after the event.

4). Fundraising – December 5, 2010 Bowling event was postponed. After the holidays we will look at rescheduling possibly after the spring concert. Applebee's fundraiser will be revisited then as well. Selling 'happy ads' to parents for the pops concert program is another idea.

5). First Student Bus Billing – Mimi drove to Lebanon to speak directly with them. There is now a \$150.00 credit. Eastern Region bill passed to Marie Quinn.

6). Savings Institute Conversion and Proxy Vote - Mimi reported that she received a letter regarding a proxy vote for their conversion. Jim moved to vote in favor of the conversion. Joan seconded. Motion carried.

7). Hebron Harvest Milkshake Booth – Tina stated she would be willing to work with someone next year in the booth as she is not officially here next year. The food handling class is held in May/June. Tina reported that Brian would be completing the mural in the booth this summer.

8). Ted's Hotdog Stand – Dates are being picked in January. Tina will check into available dates.

9). Hartford Symphony – Concert scheduled for November 5, 2011. They would like the community not just students to be more involved.

Meeting Adjourned – 7:50pm.

RHAM MUSIC BOOSTER MEETING NOTES

January 11, 2011

Meeting called to order at 7:03 pm

In Attendance – Mimi Wildeman, Nick Kokus, Kevin Williams, Marie Quinn, Barbara Angelo, Tina Hatch, Jen Arel, and Denise McRae

Secretary's Report – Notes from the December 14, 2010 meeting discussed. Two names were misspelled. They were Mimi Wildeman and Dave D'Auria. Nick motioned to accept amended notes, Kevin seconded, and motion accepted.

Treasurer's Report – Mimi presented a written report with revenue, expenses, and balances for the past month. Current balances are: Checking \$12,188.70; Savings \$1,616.28; CD \$3,789.87; and Total \$17,594.85. Winter concert tickets brought in \$604.00 which is a little higher than normal. An additional membership was sold bringing that number to 85. Nick motioned to accept treasurer's report, seconded by Denise, and motion carried.

Director's Updates – Nick thanked everyone for their help with the Winter Concert. Tina brought up that there was not enough variety or food for the concession stand. Kevin suggested we may need to "over communicate" that food needs to be brought in and the money raised benefits the kids. CMEA postponed until January 14-15th. All state auditions are at the end of the month. February 4, 2011 is a field trip to the Lincoln Theater for the Hartt School Chamber Concert. Nick is arranging the trip for anyone interested in going.

Old Business –

1). Non-Profit Status (501C3) Update – Mimi reported that progress has been made. Barb McGrath is still with the Urban League and Mimi will be speaking with her 1/12/11. Filing with the state was started last year. Two fees were made to the state of CT – one for the "Organization and First Report" (\$50) and another to obtain a certified copy of the Certificate of Incorporation (\$50). There are some additional fees required to continue the process- \$100 for CT tax ID and future one for \$800. After initial fees and the ID are obtained, no taxes are paid. Jen mentioned that Jeff Snyder is holding a folder with tax information for the group too. Mimi asked about the scholarship process. A description is needed for one of the forms she is completing.

2). Basket Raffle – Mimi reported that the raffle made \$413.00 and the silent auction \$65.00. She has another state form to complete this month to report the results of the raffle and silent auction. Having another raffle at the next concert was discussed but it was decided to wait for now.

3). Bowling/Applebee's Fundraisers – Tina noted that dates need to be set for these fundraisers. Concerns were raised if there was adequate interest in them. Tina will poll the kids.

New Business –

1). Hebron Women's Club – Marcia Tecca from the Hebron's Women's Club spoke about the Hartford Symphony Orchestra program. The next concert is November 5, 2011. Their group is interested in increasing community involvement in planning and attending the event. Marcia said they would like for the HSO to be an annual community event. Attendance has grown from residents coming from nineteen towns to twenty seven. Some ideas that they have discussed already are holding art contests to design the cover of the program book and posters and vocal or instrumental competitions with a chance to perform with the orchestra. Marcia said they'd like to see people join the steering committee or help with other activities leading up to the performance in November. Time involvement would vary with the activity volunteered for. Kevin said he would send out an email to music booster members letting them know of this opportunity. Marcia stated she would work with him on details of what help is needed and the time commitment involved.

2). Hebron Harvest Fair Milkshake Booth – Tina spoke to Ned. He will send us his bill soon as he hadn't been sure how much milk we used. The milkshake mixer issue needs to be addressed soon. The mixer Tina had been looking at is not available. Replacing the mixer is a better option than fixing it due to its age and the cost to repair. Tina will research purchasing another mixer. It may cost \$500.00. The contract for this year's fair will need to be completed soon. Kevin would like to have four people assist in running the booth. This would allow for rotating times during the four days and not cause people to burn out. The volunteers would need to attend the required fair training. Kevin is also looking into developing a training video for freshmen to view. Tina is purchasing new aprons to use and the booth is being redesigned to increase efficiency. Tina said she took notes during the fair last year so that should help with making this year better.

3). Ted's Hot Dog Cart – Tina asked if there was interest in participating. She will check into dates, possibly May 21, 2011. Parent involvement needs to be increased in the booth. Students playing music during the sale was thought to be a good idea and should continue. Advertising the event in school to increase sales was brought up.

4). Memorial Day Parade Food – Tina discussed the menu for the parade. She will plan on ordering sandwiches, chips, cookies, more fruit salad, and less potato salad. She will get a description of the vegetarian wrap.

5). Happy Ads – Jen agreed to be the point of contact for this. Appropriate wording in the ads would be required. Ads will be launched at the next concert.

6). Program Ads – Kevin volunteered to work on. Mimi said some parents on their membership forms volunteered to help with this too. She has a template for the program ads.

7). Concert Ticket Proceeds – Will continue as currently done.

Meeting Adjourned – 8:27 pm

RHAM MUSIC BOOSTER MEETING NOTES

March 8, 2011

Meeting called to order at 7:00pm

In Attendance – Joan O’Connell, Nick Kokus, Jim Mirakian, Michele Kacy, Barb Angelo, Mimi Wildeman, Jennifer Arel, Tina Hatch, Kaitlynn Hatch, and Denise McRae

Secretary’s Report – Notes from January 11, 2011 accepted as posted on website.

Treasurer’s Report – Mimi presented written treasurer’s report. Hebron Harvest Fair milk bill has been paid. Spare Time Vernon refund received. Current balances are: Checking \$12,000.90; Savings \$1,616.80; CD \$3,792.63; and Total: \$17,410.33.

Director’s Updates –

1. Nick reported the Berklee Jazz Festival took place last weekend and the students played well. They finished fifth out of sixteen in their section.
2. The Jazz Band concert was rescheduled and held instead on March 3, 2011. The students played well.
3. The Eastern Region Music Festival was successful. The music was challenging.
4. Students attending Allstate include: Lauren Arel (Oboe –Orchestra), Connor McCaffrey (Percussion – Orchestra), and David D’Auria (Bass – Choir).
5. “Grease” musical is scheduled for March 25 and 26, 2011.
6. The Spring Concert is scheduled for March 30, 2011.
7. The New York City trip set for May 7, 2011 has ten additional tickets available.
8. The “Pops” Concerts are now scheduled on June 8 (vocal) and June 9 (instrumental). No groups bake for these concerts. Nick asked about the possibility of using a popcorn machine.
9. The Connecticut Concert Ballet will be performing June 4th at RHAM.
10. The RHAM Music Booster Scholarship does not require changes. Mr. Mirakian will print out the form and bring to the Guidance Office.
11. The Butterbraids fundraiser ended on Monday March 14, 2011. The cost of the items is \$11 giving a profit of \$4.50. Delivery date is set for April 12, 2011 at 2pm.

Old Business –

Non-Profit Status (501C3) –Mimi reported she has been reviewing financial papers with Jeff the accountant. There was a change in one of the forms which required some additional information. A budget estimate is needed for years 2010-2012 that would include a trip possibly to Washington DC or the North American Festival. The date for formation of the organization is June 10, 2009. Mimi needed information on the scholarship for the form as well –how the scholarship is publicized and once given how it is supervised. The scholarship is publicized on the school website and by the Guidance Office.

The acceptance letter of the school is used and the check is written out to the college. If the check is written out to the student a transcript copy is required.

CD Maturing – Mimi reported the CD will mature in April and asked what action should be taken. Currently there are three different accounts. Discussed what the policy of the bank is for overdraft protection. The plan is to roll the CD into savings. Jim proposed the action, Nick seconded and all agreed with the action.

HSO -Support for Hebron Women's Club – The event is cancelled as there aren't enough volunteers at this time.

Hebron Harvest Fair Update – Tina reported the building suffered no damage over the winter. She is waiting on contracts for the next fair season. Currently she is looking into new mixers.

Ted's Hot Dog Cart Update – No dates have been confirmed at this point.

"Happy Ads" Update – Jennifer shared a template she made. The ads will be advertised in the spring concert program. An announcement will be made at the concert as well. Cost is \$5 per ad. Ads can either be dropped in a box that night or mailed to the post office box.

New Business –

Flowers for Seniors – Students have received flowers at the Spring concert for the last three years. A decision was made to continue the tradition. Jim reported he has forty seniors and Nick has fourteen.

Volunteer Recognition – Michele asked if Tina's children could be acknowledged possibly at the Spring Concert program. They have helped at various concerts working in concessions, passing out programs, etc. Decision made to recognize them for their work.

Hebron Harvest Fair New Product Idea – Tina brought in ice cream sandwiches. She thought they could be a new item to sell in the booth. Sandwiches could be assembled during early shifts. A half-gallon will make about twenty four sandwiches. Possible cost \$2.00. No additional equipment is required. There is space to store them. A decision to sell 100 sandwiches over the weekend was made.

Bulletin board – Jim and Nick requested an additional bulletin board for their hallway. They would like the same style. College notices etc. would be posted there.

Meeting adjourned at 8:13 p.m.

RHAM MUSIC BOOSTER MEETING NOTES

April 12, 2011

Meeting called to order at 7:02 pm.

In attendance -- Jennifer Arel, Serge Arel, Tina Hatch, Kevin Williams, Michele Kacy, Barb Angelo, Mimi Wildeman, Kaitlynn Hatch, and Denise McRae

Secretary's Report – Notes corrected from the March 8, 2011 meeting.

Under Director's Updates/Item 9, the word "preforming" should be "performing".

Under Old Business/Non-Profit Status, the full name of the accountant is Jeff Snyder, of Brazel, Snyder & Company, P.C. Also the reference to "Washington DC or the North American Festival" should be changed to "Washington DC for the North American Music Festival". And information on how to handle scholarship verification should read that if the scholarship check is written out to the college, a copy of the acceptance letter is sufficient. If the scholarship check is made out to the student, then copies of the acceptance letter and a first semester transcript will be accepted.

Under New Business/Flowers for Seniors, Jim's seniors count should be 25 and not 40.

After corrections noted, notes motioned to be accepted by Nick, seconded by Jim and Mimi. Motion carried.

Treasurer's Report – Mimi presented a written treasurer's report. Current balances read: Checking \$10,092.54 and Savings \$5,411.35. Mimi noted that the CD was transferred to the savings account. Also, the savings portion could be moved into checking if desired as two separate accounts are not required.

The 501(c)(3) filing fee is a onetime fee of \$850.00. After the initial filing, an electronic filing is done yearly to confirm demographic information and that account levels remain below \$50,000. Other expenses include concession supplies, drum racks, bleach test strips for the milkshake booth, flowers for the seniors at the spring concert and the MCM Fundraising (Butter Braids).

Director's Update –

- 1). The All State Music Festival went well. Nick was the Orchestra Coordinator and will hold the same position next year.
- 2). The Spring Concert went well.
- 3). The "Grease" musical went well.
- 4). Elementary Schools Visit – Jazz Band and Encore will be performing at both Andover and Marlborough Elementary Schools this Thursday April 14th. They are unable to visit Hebron Elementary as the sixth graders are at Nature's Classroom.
- 5). Future performances include All Towns Jazz Festival on April 27, Waterford Jazz Festival April 29, Memorial Day Parade, and Pops concerts (June 8 and 9). The last drum on order should arrive by the end of April.
- 6). Bushnell Tour -Students involved in Grease were offered a free tour of the building and halls which will occur next Monday.

7). Middle School Music Pasta Dinner is scheduled for April 14 from 6-8 pm.

8). High School Talent Show went well.

9).The New York City trip is set. Some tickets are still available.

Old Business

1). Fundraisers

a) Butter Braids pick-up was today. A few orders still need to be picked up.

b) Pops Concert Program Ads: Kaitlynn suggested advertising on RHAM news. She volunteered to write the ad, run it by Jim or Nick, and submit it to RHAM news. Mimi will send another email out to boosters members closer to the concert dates.

c) Hot Dog cart: Our date is Sunday June 12. Tina will make a sign-up sheet after spring break.

2). Hebron Harvest Fest: Mimi and Tina found two new three spindle milkshake mixers online at The Blender Place. They are all metal commercial grade mixers. Buying two smaller mixers will allow for better work flow arrangement in the booth. Each cost \$379 with shipping \$31. The total would be \$789. Kevin motioned to proceed with the purchase, Tina seconded, and motion passed. Tina is working on the freezer contract. Also, Tina is waiting on the Lion's decision about ticket vendoring.

3). 501(c) (3) – Mimi reported on the filing progress. The Connecticut Urban Legal Initiative helped her with the forms. Also, to avoid any confusion regarding the music booster scholarship students will sign a form when they accept the check that the money will be spent towards educational expenses as defined by the IRS. Tina motioned to proceed with incorporating, Jen seconded, and motion accepted.

New Business

1). Jim asked if the boosters could pay for the bus used for the Bushnell trip. Tina motioned to pay for the bus, Barb seconded, and motion passed.

2). Memorial Day Parade – Kevin and Barb volunteered as walkers. Other positions needed: 5-6 bakers, lunch workers, and people to transport drums. Tina is working on the food order form.

Meeting adjourned at 7:53 pm. Jim motioned, Nick seconded, and motion passed.

RHAM MUSIC BOOSTER MEETING NOTES

May 11, 2011

Meeting call to order at 7:02 pm

In attendance – Jim Mirakian, Nick Kokus, Tina Hatch, Kevin Williams, Kaitlynn Hatch, Barb Angelo, Joan O’Connell, Jen Arel, Mimi Wildeman (by phone), and Denise McRae

Secretary’s Report – Notes from April 12, 2011 are posted on website. Jim motioned to accept and Nick seconded. Motion passed.

Treasurer’s Report- Mimi presented written treasurer’s report. Mimi reported the New York trip payments are completed. Mimi added there may be some parents who overpaid and she will discuss with Jim. She reported also there is no outstanding debt for the group. Current balances in the account are: Checking \$10,366.44 and Savings \$5,412.11 and Total: \$15,778.55. Nick motioned to accept the report, Joan seconded, and motion passed.

Director’s Update –

1. Memorial Day – Nick reported three buses are arranged and the itinerary is the same as last year. He requested the purchase of a bicycle pump for the wagon. In addition he needs sun block and ice packs. Joan said she’d provide the ice packs. Tina reported the lunch is set. She has arranged sandwiches and salads. Punch items left over from the concerts will be used for drink. Tina will pick up chips, cookies, and required paper products as well. One to two additional volunteers will be needed to help with serving the lunch. Volunteer walkers are Joan O’Connell, Barb Angelo, Kevin Williams, and Jean Stratton. Kevin and Barb will use their vehicles for supplies. Motion for required purchases made, seconded and passed.
2. “Pops” concerts – Dates are June 8 and 9, 2011. Unsure whether there will be a charge for the concerts or donations to student accounts. The choral concert will have a mix of different music. The instrumental concert has a movie theme.
3. All Towns Jazz Festival – Held on April 27 and was a success.
4. Middle School Band “Spring” concert – May 5th concert was great.
5. Waterford Jazz Festival – Held on April 29 and went well.
6. New York trip – The trip went well. Enjoyed the different sites visited – St. Patrick’s organ, etc.
7. Awards night – The date is May 19. Music awards will be given then.
8. Middle School Chorus “Spring Memorial” concert – Date is set May 25th.

Old Business –

1. 501(c)3 Update – Mimi reported the paperwork has been submitted. The attorney she worked with stated that it will take 4-6 weeks to hear back with the possible results of an approval letter, further questions or clarifications, or a person is assigned to review the paperwork further.

2. Music Booster Scholarship – There will be a letter of certification included with the award letter. The student will need to sign that they agree and acknowledge their consent to use the money towards their education.
3. Concert Ads – Mimi is collecting the Happy Ads. She has arranged to check the mailbox regularly.
4. Hotdog Cart – Date is Sunday June 12 from 10-2 pm. Tina will have a sign- up sheet made for next week. There should be no more than five people signed up at one time. There is a required deposit that simply holds the date.
5. Hebron Harvest Fair – The Lions group is having their meeting tonight. Tina submitted the paperwork for this fall's booth and used Mimi for the contact person. Tina is writing directions down for running the booth. The sign for the booth is intact. However, the bracket is broken.

New Business –

1. Middle School Boosters - Kevin asked whether there should be one music booster group or two between the schools. There is a decrease in the number of people involved from the elementary schools to middle school. Several concerns were brought up during the discussion including previous history, age spread, level of parent involvement, differences in student interests, fundraisers, and how money earned would be spent. Another issue of concern was how adding the middle school would affect the filed 501(c) 3 paperwork. Discussion held and agreed to stay separate.
2. Future Fundraisers – Jim booked Lyman Orchard Pies with delivery end of October and Butter Braids – Cookie Dough with their delivery being in mid-March. These are scheduled earlier than current year.
3. June 7 music booster meeting rescheduled to June 14. End of year potluck will be held at Kevin Williams's mom's house. He will provide directions.
4. Nominations for 2011-2012 school year made by Barb and include for Secretary - Denise McRae, Treasurer- Mimi Wildeman, Co-Vice Presidents - Joan O'Connell and Jen Arel, and President - Kevin Williams. Positions accepted by individuals and will be voted on by the group at the next meeting.

Meeting adjourned. Jim motioned, Tina seconded, and motion passed.

RHAM MUSIC BOOSTER MEETING MINUTES

June 14, 2011

Meeting call to order at 6:32 PM

In attendance – Jim Mirakian, Nick Kokus, Jen Arel, Mimi Wildeman, Tina Hatch, Joan O'Connell, Barb Angelo and Kaitlynn Hatch.

Absent – Denise McRae (family obligation)

Secretary's Report - Minutes from May 11, 2011 are posted on website. Joan motioned to accept and Tina seconded. Motion passed unanimously.

Treasurer's Report – In addition to her standard written report, Mimi presented a year end summary of our financial activity. This will be beneficial in planning for future “non-trip” cycle years. Current balances in the account are: Checking \$6,041.56 and Savings \$5,413.06 for a Total of \$11,454.62. Barb Angelo motioned to accept and Nick seconded. Motion passed unanimously.

Director's Update –

1. Jim will be delivering scholarship applications to Kevin.
2. New bulletin boards are needed. Jim and Nick will obtain prices to make a formal request at an upcoming meeting
3. Pops concerts went very well.
4. Potential trips for the 2011-2012 year are being evaluated. Possible festival locations include Washington DC and New York. The vocal program is also still looking into details around the Candlelight Festival at Disney on November.
5. Formals Inn has closed it's business, and has given Jim a large assortment of cummerbunds and ties from their inventory.

Old Business -

1. Kevin will ensure on time delivery to Enza Dandeneau of the Scholarship Committee tomorrow. Verified that if there is more than one recipient, all recipients must receive an equal split of the total to meet our new 501(c) 3 guidelines.
2. Due to the mix up in scheduling, Ted's has returned our deposit for the Hot Dog cart. We will reschedule for a new date in the fall.
3. Tina is meeting with the Hebron Lions tonight, where they are setting booth rates for the 2011 Hebron Harvest Fair.
4. Denise had young parents available to help with the food for the Memorial Day parade. Things went well overall.

New Business -

1. John Hatch is building a new sign bracket and new counters for Hebron Harvest Fair booth.

Meeting adjourned. Jim motioned, Nick seconded, and motion passed unanimously.