

RHAM Music Boosters Meeting Minutes

Date: 2/13/24

Attendance:

Nick Kokus, Bailey McKiernan, Lori Blake, Paula King, Amy Harvill, Ken Harvill, Cari Grillo, Anne Hooker, Brenda Bula

Called to order 7:03

Directors' Updates

Nick:

- January- tri-M had recital at Colebrook Nursing Home. Very successful. Students organized just about everything. Lovely event.
- Tri-M is volunteering at the eastern Middle School Regionals.
- 7 students auditioned successfully for All State Ensembles. Will take place beginning of April in Hartford.
- Pep Band wrapped up their season. Used \$79.55 for pizza \$-Nick requests reimbursement. Funds allocated earlier in year - reimbursement will be processed.
- Jazz band- played at middle school concert. Next event will be at the Coast Guard Academy on 3/13/24. We (band directors) are responsible for providing own lunch. Will look to encumber \$300 to move on that when ready. Amy made a motion to cover the lunch. Paula seconded. Unanimous yes.

Bailey:

- Thank you for the help for the middle school concert.
- Needed \$350 for scholarships (well under requested/allocated amount).
- Coffee House date has moved- will be Wednesday 3/27/24. Most details are worked out. Will be purchasing t-shirts for the coffee house - no need for Boosters subsidizing these but will serve as the "go between" for them. (Pass-through funds).
- ACDA is around the corner (Katelyn and Mason) 2/28-3/2/24 in Providence.
- Bailey introducing herself to 6th grade choirs in the elementary schools- was successful last year. Taught them the round they used in the concert this year and it is a great activity.
- Kerrie Wilson says thanks you for the wash board.

Boosters Business: Secretary's Report

Review January Minutes-they are on the website, but only a few members present have reviewed them, so will defer approval until next meeting. ***Members please look on meetings page on website, click on January minutes, will vote in March.***

Lori Blake & Christine Peach will share the secretary responsibilities for the time being.

Boosters Business: Treasurer's Report

Reviewed January Report- (See report for details)

Nick motioned to approve as presented, Amy seconded, vote approved unanimous.

Middle School Concert:

Total donations, concessions & gear sales \$653 in cash, \$186.97 on Square.

Point of service tool is working very well.

Event Planning:

ERMF –

Bailey will be contacting parents for participating students to solicit for volunteers.

Volunteers - still needed for multiple positions - reviewed–

Anne recommends having multiple spots per volunteer line, if have extra, can send somewhere else to help out.

Link has only gone out to middle school families- by design as this is for middle school. If closer to the date and we still do not have enough, will send out to booster list who checked they'd be willing- perhaps next week to review what we have from the middle school families. Paula will share again on social.

Students only needed from 3-5. Anne will adjust the sign-up genius.

Meals-

Paula and Amy have done some research on the meals.

Pizza (Fri night)- (per Paula) called Wicked, he is willing to do 32 large cheese pizzas for \$500 or 45 for \$700. He is concerned about the timing of things due to busy Friday nights. We will pick up more on the early side to avoid the rush. Approximately 10% off.

Last year, Amy reported we ordered 25 pizzas for each meal wave (50 per day, total 100), had a total of 38 pizzas too many. Could this be due to Saturday/Sunday last year and this year being Friday, will need a meal because coming from school? Per Bailey- Literature for the event always says, "bring a bagged dinner with you," there will be some items for sale but it is your responsibility.

Amy suggested we order 40 pizzas. All agreed.

Official dinner times: 5PM for about 240 students, and 6PM for 225. Total: 465 students

Lunch: 11AM for 200 students, 12PM for 260. Total: 460 students

Similar to last year's numbers.

4 lunch/dinner waves total again this year.

Grinders (Sat lunch) – timing is a factor for grinders (and pizza as well)

Amy spoke with Big Y, 30inch grinders (6-8 ppl) are \$18/each. Approx. \$800 to feed about 250 (42 grinders if serving 6 per grinder), or approx. \$600 for 32 grinders (if serving 8 per grinder).

However, being ready for 11 Saturday could be problematic- Big Y unsure if they could accommodate this & will let her know by Wed 2/14. Anne shared some recommendations re sandwich serving & types from experiences with Memorial Day orders. We could pick up 16 sandwiches at 10:30 for 11 AM wave and 16 sandwiches at 11:30 for 12 noon wave. Pre-order of sandwich type is helpful for Memorial Day but not possible for ERMS.

Amy also researched alternative of Stop and Shop in East Hampton. They can do it but price is higher. Their 36-inch feeds 10-12, if we did 25 grinders (serving 250 at 10 servings per grinder) price would be \$1300 after tax but could push to 12 servings to reduce a bit. Still comes in

under the meal deal price (includes sandwich, chips and water). Would still be making approx \$1/meal deal.

Paula called Costco, Gina Marie's to research additional alternatives trays but they weren't answering phones today during the snow day. Info has gone out to students at other schools that Saturday will be grinders so need to stick with that option. Paula recommends slightly lower numbers compared to Friday. Plan for 225 servings. Will see what Big Y says tomorrow, then move to stop and shop if Big Y cannot accommodate. Amy estimates we need to allocate approx. \$600 for pizza and \$700-1,000 for grinders.

Other Concessions - reviewed shopping list & approved funds for purchases.

Amy has a spreadsheet from last year-

Used 8 cases Gatorade, 5 cases water, 32 flat seltzer, 2-3 boxes cookies, 9 boxes chips (65 bags per box), 16 cases assorted candy, little fruit.

Cost last year was \$800, costs may have gone up. Encumber \$1,000 for this year. Ken will make trip to BJ's to purchase.

Total for food/supplies (paper goods, etc.), Encumber up to \$3,000.00. Amy made a motion to allocate funds for the food/supplies, Paula seconded, unanimous vote-yes.

Flower sale update – last year ordered 250 and sold out. This year, even better price. Order in for 350 flowers, single stem carnations at \$.50/stem. We have some tags/ribbon left over from last year to use as well. Will assemble with volunteers.

Flowers will be dropped off Friday.

Amy made a motion of \$400 for flower sale, Ken seconded, unanimous vote-yes.

SATURDAY ERMF first concert is at 1:30.

PRICING

Flowers 2.00/1 stem, 5.00/3 stems

Concessions

Meal Deal (2 slices of pizza plus chips/water, for lunch sub grinder): \$7.00

Pizza individual slices \$3.00

Water \$1.00

Gatorade \$2.00

Chips /Cookies \$1.00

Candy \$2.00

Clementines/bananas \$1.00 (1 banana, 2 clementines)

Bailey will check concessions stand/Booster closet let Amy know on Thursday what paper items are needed - ie plates, napkins.

We will need to add gloves to the Costco order- smaller and larger ones if we don't already have in stand; Bailey will look for these as well.

Middle School Coffee House

No gear sales or ticket sales. Food to be donated by parents & coffee to be picked up from Dunkin this year (no more coffee machine - it was too slow!)
Middle School Directors are organized.
Fairly informal boosters' night, only few volunteers needed.
Will be in the high school again. Last year was very nice event.

Memorial Day

Nick will have food orders at next meeting for pre-order from Big Y and for planning for other purchases.

Evening of the Arts

Nick- requesting money for Taylor Rental- \$903.65 for the table delivery/pick up
Amy motioned, Ken seconded, voted & passed - unanimous yes.
No other details/needs as of right now.

Scholarship

Nick- recommends we keep as last year, \$1500 for one, if second qualified applicant, a second \$1500 for a max of \$3,000. Scholarship for graduating senior who is pursuing a degree in a music field-major or minor. If multiple applicants, there is a committee of boosters, directors, who review and score applications.
Amy- motioned to allocate up to \$3000 for up to 2 scholarships, Brenda second, unanimous yes.

Do we need seed \$ for the coffee house or for ERMF?

ERMF - If we are selling many things for \$1 or \$2, we will need many ones.
Last year, had to go back and get more.
Amy will ask Deb F if she remembers what we had and let us know. No seed \$ needed for coffee house because no gear sales and nothing at the event costs money.

PR

Paula will do a ERMS push on social.
Coffee house to be added to social (Paula) & website (Ken) once Bailey sends flyer.

Next meeting: 3/12/24

Adjourn: 8:10PM