

CTPO Minutes: November 15, 2022

Meeting Participants: Chad Davidson, Tracey Kelley, Jodi Butler, Nancy Frese, Kim Luedtke, Christie Hartberger, Kim McGarry, Tracey Becker, Zivit Blonder, Rhea Saffar, Sue Zeiller, Heather Goldman

1. Approval of Minutes from October 11 meeting
 - a. A motion was made and seconded to approve the minutes from the meeting, and the Executive Board approved the minutes.
2. President's Welcome (Jodi Butler)
 - a. Meeting will run out of order tonight to accommodate Board members who need to leave early
3. Fundraising Report (Tracey Becker)
 - a. 27 students in the Masterclass Group; CTPO made over \$700
 - b. Dine-outs
 - i. Earned \$251 from Grill House
 - ii. Little Louie's will be on December 14th (15% of sales go to CTPO)
 - c. FUndraising is working on two different surveys to send out to CTPO members to gauge their interest in future fundraising efforts, etc.
 - d. Open Mic Night
 - i. Putting together an interest email for working on the Open Mic Night Committee
 - e. Gift Checkbooks
 - i. 184 out of 300 have been sold
 - ii. Tracey is working with BoosterShots to check potential of reducing our commitment
 - iii. Tracey asked CTPO members present to keep the gift checkbooks in mind
 - f. Soft Pretzels
 - i. Next FPP fundraiser starts on 11/21
 - ii. Tracey will drive up to Milwaukee to pick them up to avoid delivery fees
 - iii. Pretzels will be delivered after finals/before Superbowl
4. FPP (Zivit)
 - a. FPP has been updated and posted on the website
 - b. FPP for students will automatically be paid to WorldStrides for students who are going on the Paris trip per the By-Laws
 - c. FPP Sub-Committee being formed to create concrete guidelines for FPP usage
 - i. Tracey, Jodi, Zivit, and Rhea volunteered
5. Director's Report (Chad Davidson)
 - a. Junior High Chorale Festival went really well

- b. Extracurriculars are going well; choirs start Saturday after Thanksgiving.
 - c. Curricular winter concert will be on December 13th at 7pm, followed by winter assembly on December 14th at school.
 - d. 115 students are signed up for Paris trip plus staff and parents
 - i. Large number of theatre only students
 - ii. Travelers will be spread out over 3 buses in Paris and have 3 different flights
 - e. Ms. Nichols starts back in January after finals
 - f. Mr. S will continue with a capella group after Ms. Nichols is back.
 - g. Winter Play is Rumors
6. Membership (Rhea Saffar)
- a. CTPO has 86 members (73 paid via powerschool and 13 via Zelle)
 - i. 4 kids earned Membership through fundraising
 - b. Rhea is reaching out to Freshman parents
 - c. Need chaperones for winter concert
 - d. Spent \$177 on refreshments (gratis to attendees) for fall concert and junior high chorale festival
7. Banquets (Randi Leboyer)
- a. Randi was not able to attend; Zivit will reach out to her for an update on spring banquets venues
8. Concessions (Andrea Dalinka and Randi LeBoyer)
- a. Andrea and Randi were not able to attend; group filled in details at meeting
 - b. There will be concessions for Rumors
 - i. Rhea will send out a sign-up genius to recruit volunteers
 - c. No concessions for winter concert
 - d. Hospitality
 - i. Although Rhea has taken on hospitality for the past couple of concerts, in the past hospitality fell under concessions
 - ii. The goal is to return hospitality to concessions; Nancy volunteered to send an email
9. Show Meals (Rhea Saffar)
- a. Email out to Degeneros on show meals
 - b. Committee is organizing and will send an email to the Rumors cast and crew about show meals
 - c. "We're good — going to feed people and get volunteers."
10. Treasurer's Report (Kim McGarry)
- a. Filing an extension on our taxes this year, so Kim can work with our accountant to automate some of our accounting and banking practices

- b. Kim reached out to World Strides regarding FPP: They will take one check for all of the students FPP with a breakdown of how the payments should be applied
 - c. Audit is still outstanding (2021-2022 Audit Committee is working on a time to meet)
11. Scholarship (Kim Ludtke)
- a. Nothing to report
12. Communications (Jodi Butler & Julie Kreiter)
- a. Working on setting up online store for Pretzel sales on website
 - b. Tracey and Jodi to meet to go over the online store, pretzel sales materials, and website updates
 - c. Tracey will reach out to Julie regarding social

Meeting adjourned at 6:55pm