

MINUTES

COLUMBUS EAST BOOSTER MEETING

March 2, 2023 @ 6:15

In Attendance

Andrew Budd, Jenni Allman, Lesley Ulrich, Christina Barnett, Janell Foley, Jessica Anderson, Cathy Gilmore, Shelley Walker

A quorum was established, and meeting was called to order at 6:15pm.

Approval of Minutes

February 2nd, 2023, meeting minutes were presented. A motion to approve was made by Shelley Walker and seconded by Lesley Ulrich. Motion carried.

Items Discussed

❖ **Roberts Rule of Order presented by Henry Ulrich.**

❖ **Student Time (Henry Ulrich and Gavin Foley)**

- Students asked if they could be invited to Board meetings to provide feedback on program and fundraising. Not a lot of feedback from other students yet, Henry and Gavin will continue to solicit thoughts from peers.
- Discussed possible use of the Planetarium for movie night as a fundraiser.
- Other possible fundraiser ideas were to host a cookout lunch or similar (like Grilled cheese Thursday) for students at East
- *ACTION ITEMS* –
 - *Students will follow up with more fundraising and program ideas;*
 - *Shelley will follow up with Science department on use of Planetarium.*

❖ **Financial Update**

- Discussion was held regarding possible food cost assistance for a few students for the Kings Island trip.
 - Shelley found that we can purchase Food Vouchers for \$18 (entrée, side and drink)
 - 10 kids x 2 vouchers each
 - Christina Barnett motioned to take money from the budget for Kings Island for food vouchers. Lesley Ulrich seconded. Motion carried.
- Still need trophy sponsorships money from competition
- CECP made approximately \$10,000 for Columbus East Show Choir competition. Need to create a binder with procedures and notes for 2024.

- Jenni Allman asked for a motion for C4 kids to overhaul inside of trailer to ensure contents don't shift in transit. We will pay for materials, C4 does labor for free. Shelley motioned and Cathy Gilmore 2nd.. Motion carried.
- **ACTION ITEMS –**
 - *Shelly will purchase up to 20 food vouchers for May KI trip.*
 - *Andrew is following up on outstanding trophy sponsorship money.*
 - *Jenni will assemble an Invitational procedure/directions binder with assistance from Chairs.*
 - *Lesley will communicate to C4 to go ahead with work on trailer.*

❖ **Kings Island**

- Need 1 chaperone for Friday and 10 chaperones for Saturday
- Mr. Budd to finalized travel packet for Kings Island to hand out to student/parents at least one week prior to the trip.
- A brief discussion was held regarding the legality of asking for students' medical information for BCSC staff and chaperones to have when on trips. BCSC staff already have access to this information. Jennie and Janell believe as long as you are HIPAA certified you can receive this information. Shelley shared that as long as parents share the information freely we don't believe we should have any issues. On current board, Janell Foley and Jenni Allman are HIPAA certified

❖ **Fundraisers**

- Need to schedule a Dine to donate for each month, possible suggestions. Need to create an annual calendar for these and stick to it to ensure we are maximizing this income.
 - Texas Roadhouse
 - Jagers
 - Chicago Pizza
- Other upcoming fundraisers
 - Detergent sale – 3/20-4/7
 - Rummage sale – March 31 5:00 p.m. - 8:00p.m. /April 1st 8:00 a.m. - 2:00 p.m.
 - Bartholomew County Fair
 - Lion's building is still a possibly available (outside of grandstands)
 - If we don't get Lion's booth, need to ask about possible better location, closer to main street.
 - EAST-er grams
Pizza Kits – 4/25 – 5/17
- Other possible fundraisings ideas
 - BINGO – gaming update
 - Each Board member needs to decide if they are willing to be an Operator or worker.
 - Money has to go in separate, specific to gaming, bank account.
 - Must be over 18 years old to work gaming events. Students can do some things like concessions.
 - Lesley Ulrich motioned to apply for gaming license, Jessica Anderson 2nd. Motion carried.
 - *ACTION ITEMS – Lesley will apply for gaming license after Parent meeting in April to see if we get any more interest from incoming parents. Should be ready to host gaming events as early as late June-July.*

- Discount Cards
 - Giving Bean fundraiser
 - Car Wash – over summer or end of camp
 - Little kid summer camp – Mr. Budd asked to table discussion until April Meeting.
- ❖ **Show Choir Summer Camp 2023 – July 24-27, 2023**
 - Need to get measurements during week of camp so we can order costumes earlier for pictures. Want pictures in October so we can have buttons and Sr. banners for show choir competition season.
 - Need to have Hair party
- ❖ **23-24 Budget discussions**
 - Need to balance budget
 - Per CPA, and IRS requirements for 501(c)3 organizations we will eliminate “Booster Fees,” and will replace with required Volunteer hours; students will be held accountable for hours. An option for parents to buy out hours will be available if volunteer hours create a hardship. Hours will be eligible for buy out with personal donation to CECP or by soliciting donations from businesses.
- ❖ **Website Update** - Christina working on updated website which will include:
 - Bylaws
 - Meeting minutes
 - Calendar
 - Budget
- ❖ **Review Director and Officers Insurance quote**-\$750 for year for side A and side B to cover liability for CECP and Board of Directors. Motion to move forward with purchase by Shelley Walker, Motion seconded by Lesley Ulrich. Motion carried.
- ❖ **Heritage Fund** – Kyle Hendricks at Heritage Fund is willing to meet with Andrew Budd, parents, and some students regarding best practices for obtaining grants and scholarships.
 - Mr. Budd to give Jenni Allman dates to meet with Kyle
- ❖ **S. Dearborn Plan**
 - Mike Ward to drive
- ❖ **Special Events Chair position**
 - Jenni Allman appointed a special events chair to coordinate May 2023 Awards Night (Sr. Recognition) and Choir Travel events. Lesley Ulrich appointed.
- ❖ **Upcoming dates**
 - Potential March end of show season Show Choir Show, March 7, 2023
 - Senior Night, May 15, 2023
 - 2023-2024 Parent meeting April 25th at 6:00
 - Next CECP Board Meeting, April 6, 2023 meeting 6:00 p.m.

Meeting adjourned at 9:30 p.m.