



2019/2020 Kirtland Music Boosters

Meeting Date/Time Wednesday September 4, 2019

6:15-7:30pm

Meeting Location KHS Café

AGENDA		
TOPIC	DISCUSSION	Minutes/Notes
SUPER QUICK UPDATES:		
Donut Sale	<ul style="list-style-type: none"> Sold in 8 minutes FB Moms owe us \$24 due to credit card sale Going to discuss doing it again but need to figure out the chaos of the next home game first 	
Spirit Wear Store	<ul style="list-style-type: none"> Store closed on Monday with 35 orders, 110 items Vickie will report profits once I get final numbers from Vector 	
Senior Banners	<ul style="list-style-type: none"> Still waiting on the last banner to arrive/hang up 	
White Gloves into hat boxes	<ul style="list-style-type: none"> Mr D going to see if Field Commanders can do this Vickie sent him the list of gloves sizes Will follow up today and if not done, Vickie will do it after this meeting 	
3 rd quarter snacks	<ul style="list-style-type: none"> Need to get Jenny her bin back to restock for this Friday Need to count how many Gatorades are left We will bring Gatorades to away game this Friday in the same cooler but with no ice 	
Chaperone Fingerprints	<ul style="list-style-type: none"> Need to get the new chaperones done before they can join a game Contact Ann ext 1000 for this- Jen sent an email 	
Away-Game-Meal Team	<ul style="list-style-type: none"> Lots more allergies than expected We are working with Mr D to get this all figured out 	
Auxiliary Uniforms	<ul style="list-style-type: none"> Should be all set for the year- her final piece to her order was pom-poms for a routine later in the season. These are in and put away in a plastic bin in the uniform room. 	
Yoga Fundraiser	<ul style="list-style-type: none"> Lisa- any update on finding a date that will work? 	
Financial Update	<ul style="list-style-type: none"> Carrie to provide end-of-school-year numbers What changes do we need for next year to make this more efficient for the Treasurer? Mr Dingeldein joining us for discussion 	
UPCOMING EVENTS:		
Concession Stand	<ul style="list-style-type: none"> Youth Football using it this Saturday- waiting on George P. for times- only using coffee pot and popcorn machine- brining their own inventory 	
Tag Day	<ul style="list-style-type: none"> Jen Next Meeting (October 2nd) dedicated to helping with this prep Who will send Donation Thank-Yous/Stickers this year? 	
ESPN Homecoming Game	<ul style="list-style-type: none"> Anyone have a clue?? 	
Choir Night & KES Night	<ul style="list-style-type: none"> How can we best push these sign-ups Vickie going to PTA meeting on Sept 10th We need more ideas on getting these filled 	
Uniform Person	<ul style="list-style-type: none"> We need to identify a Uniform Person dedicated to keeping track/organized of the uniform room 	

NEW AGENDA TOPICS:		
Cash Boxes	<ul style="list-style-type: none">• Need to purchase new boxes that work better for our needs• Any opposition?	
TO DO:		
	<ul style="list-style-type: none">• Complete paperwork for 2019/2020 meetings	
OTHER:		



2019/2020 Kirtland Music Boosters

Meeting Date/Time Wednesday October 2, 2019

6:15-7:30pm

Meeting Location KHS Café

AGENDA		
TOPIC	DISCUSSION	Minutes/Notes
SUPER QUICK UPDATES:		
Spirit Wear Store	<ul style="list-style-type: none"> Profits for this store were \$544.50 Vickie got an email from a community member wanting to purchase Oz tshirts. When should we open the store again? 	
Pink Gloves into hat boxes	<ul style="list-style-type: none"> Field Commanders/Seniors are taking care of this 	
3 rd quarter snacks	<ul style="list-style-type: none"> Anybody know what happened to the Gatorade cooler (blue on 2 wheels- has a sign on it that says "for 3rd quarter band snacks- not for concession sales") 	
Yoga Fundraiser	<ul style="list-style-type: none"> Lisa- any update on finding a date that will work? If we aren't going to get to this in the Fall, can you reach out to her and tell her we are still interested but can't do it until Winter 	
UPCOMING EVENTS:		
Tag Day	<ul style="list-style-type: none"> Jen Need to plan how we will send the stickers/thank yous after the fact 	
Choir Night & KES Night	<ul style="list-style-type: none"> Status 	
Model Train Show	<ul style="list-style-type: none"> Jen- plan for what to sell 	
Uniform Person	<ul style="list-style-type: none"> We need to identify a Uniform Person dedicated to keeping track/organized of the uniform room 2 people showed interest in last meeting- need to start getting them familiar with the room/uniforms/processes 	
NEW AGENDA TOPICS:		
Chair Holders	<ul style="list-style-type: none"> Hopefully Mr D can stop by and give an explanation on this request 	
TO DO:		
OTHER:		



2019/2020 Kirtland Music Boosters

Meeting Date/Time Wednesday November 6, 2019

6:00-6:45pm

Meeting Location KHS Café

AGENDA		
TOPIC	DISCUSSION	Minutes/Notes
SUPER QUICK UPDATES:		
Tag Day	<ul style="list-style-type: none"> Carrie- update on profit 	
Trailer Lights	<ul style="list-style-type: none"> The lights look great! 2nd set of lights was needed for the ground- invoice to come- Vickie has pictures of why it was needed 	
Chair-Holder Request	<ul style="list-style-type: none"> Kiwanis collaboration pending 	
UPCOMING EVENTS:		
Playoff Game #1- Nov 9 th	<ul style="list-style-type: none"> Volunteer status Oz dedication 	
Deck the Halls- Dec 9 th	<ul style="list-style-type: none"> Anyone want to create a music themed wreath for this year? 	
Music Booster attendance at upcoming events	<ul style="list-style-type: none"> Wear Music Booster shirt- stand at the door and greet people as they arrive- hand out programs Dec 9th- 4th grade concert Dec 10th- 2nd grade concert Dec 11th- Choir concert Dec 11th- KMS Band concert (may be moving to the 12th) 	
NEW AGENDA TOPICS:		
Tag Day receipts/stickers	<ul style="list-style-type: none"> Set a day for a Mailing Party 	
Choir Fundraisers for Disney	<ul style="list-style-type: none"> What can we think of/do to help support Mrs Adkins on this? Idea- Restaurant Fundraisers- "Magical Music Meals" 	
Choir Seniors	<ul style="list-style-type: none"> Does Mrs Adkins do anything for Seniors? Can we support the same way we support the Marching Band Senior Dinner? 	
Snack Shack	<ul style="list-style-type: none"> Need to do an End of Season Concession Stand Cleaning- Set Date 	
Vickie's random idea: Bleacher Pads	<ul style="list-style-type: none"> Expensive Would preserve uniforms and keep band warm 	
TO DO:		
OTHER:		
Next Meeting	<ul style="list-style-type: none"> Wednesday Dec 4th- will look at Budget 	



2019/2020 Kirtland Music Boosters

Meeting Date/Time Wednesday December 4, 2019

6:15-6:45pm

Meeting Location KHS Café

AGENDA		
TOPIC	DISCUSSION	Minutes/Notes
SUPER QUICK UPDATES:		
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UPCOMING EVENTS:		
State Championship Game- Dec 7 th	<ul style="list-style-type: none"> Dinner 4:45 (Pizza, cake, pop- Vickie handling this- gave the Dinner Moms the night off so they can get down to the game) Chaperones (Call 4pm) Snacks/Coco (need ideas for “heavy snacks”, Jen and Vickie making hot coco to share with opposing band) 	
Music Booster attendance at upcoming events	<ul style="list-style-type: none"> Wear Music Booster shirt- stand at the door and greet people as they arrive- hand out programs Dec 9th- 4th grade concert (Christine Hill) Dec 10th- 2nd grade concert & KMS Band (Vickie) Dec 11th- Choir concert (Joelle, Jen Dunn, Peggy) 	
NEW AGENDA TOPICS:		
Full Music Dept Chair-Holder Request	<ul style="list-style-type: none"> Vote: Kiwanis collaboration- likely would buy 1 of the 5 requested Price is \$371 each plus \$335 shipping= \$2190 With Kiwanis support, would be \$1819 	
Choir Mics Request	<ul style="list-style-type: none"> Vote: Choir mics are dead Need is 2 new mics at \$209 each = \$418 	
After Prom Donation Request	<ul style="list-style-type: none"> Vote: Do the same as last year- two \$100 Playhouse Square gift cards = \$200 	
Snack Shack	<ul style="list-style-type: none"> Still need to do an End of Season Concession Stand Cleaning Water is turned off, but we can have it turned back on for a cleaning 	
TO DO:		
OTHER:		
Next Meeting	<ul style="list-style-type: none"> Wednesday Jan 8th- This is the second Wednesday but the first is New Year’s Day We will look at Budget- ALL receipts should be turned in to Carrie THIS WEEK so she can get everything balanced out now that the football season is over 	



2019/2020 Kirtland Music Boosters

Meeting Date/Time Wednesday January 15, 2020
 Meeting Location KHS Café

6:15-7pm

AGENDA		
TOPIC	DISCUSSION	Minutes/Notes
SUPER QUICK UPDATES:		
Choir Mics	<ul style="list-style-type: none"> Worked great- Thanks for the purchase! 	
Chair Holders	<ul style="list-style-type: none"> Arrived - students are assembling them All 3 Directors are very appreciative Vickie is still working with the Kiwanis to figure out how they will pitch in for 1 of them 	
After Prom Donation	<ul style="list-style-type: none"> Same as last year- Vickie purchased two \$100 Playhouse Square Gift cards to give as prizes This keeps the donation Music/Arts related 	
Snack Shack	<ul style="list-style-type: none"> Cleaned- all food is removed Athletic Boosters purchased our surplus pop/candy Carrie- have you received their check yet? 	
#MusicMondays on FB	<ul style="list-style-type: none"> Just an FYI- Started a #MusicMondays post on FB each week to keep our name out there Should I keep this just on the Music Booster page or should I also put it on the KPI page to keep our name out to the broader audience? 	
UPCOMING EVENTS:		
Volunteer Appreciation Meeting	<ul style="list-style-type: none"> Should we keep this in February same as last year? (Feb 5th) Pizza/Pop/Cookie Cake? Any thoughts for a "favor" (last year was the Life Savers) 	
NEW AGENDA TOPICS:		
Budget Update	<ul style="list-style-type: none"> Carrie to report out "Earmarking" funds discussion (Uniforms, Donation Repairs, Shared Expenditures, Playoff Busses) 	
Any Choir Needs?	<ul style="list-style-type: none"> 	
Any Band Needs?	<ul style="list-style-type: none"> Community Instrument Donation Program: Will the Boosters sponsor taking out a large ad in the Chronical asking the community to donate instruments? Mr D will assess the donations and get quotes for repairs and will work with us on what we would cover based on need. This conversation was had a few months ago but the way it was presented then felt like "writing a blank check"- this way adds a level of assessment and discussion in the middle based on current student need. 	
Any KES Needs?	<ul style="list-style-type: none"> Hand Bell Plates & Music for 5th grade special project- no quote yet 	
Begin discussion on next year's Booster roles (if time permits)	<ul style="list-style-type: none"> Current Board Member plans List of volunteer opportunities Start looking for volunteers for these now If time does not permit for this discussion today, we will reconnect on it in February 	
TO DO:		
OTHER:		



2019/2020 Kirtland Music Boosters

Meeting Date/Time Wednesday February 5, 2020

6:15-7:30pm

Meeting Location KHS Café

AGENDA		
TOPIC	DISCUSSION	Minutes/Notes
SUPER QUICK UPDATES:		
Community Donation Program	<ul style="list-style-type: none"> • Vickie working with the Advertisement office of Kirtland Chronical • Ad is drafted- getting it finished and approved by school board • 5"x7" \$211 ad to run in March 	
UPCOMING EVENTS:		
Volunteer Appreciation Meeting	<ul style="list-style-type: none"> • Need to change date of April Meeting due to Drama/Jazz/Senior Citizen Dinner & CVC Honors Band conflict 	
Look over Band and Choir Calendars	<ul style="list-style-type: none"> • Make sure we have Booster reps at each event 	
NEW AGENDA TOPICS:		
Finance	<ul style="list-style-type: none"> • Discussion around creating a process for submitting receipts/reimbursements to Treasurer • "Earmarking" funds discussion (Uniforms, Donation Repairs, Shared Expenditures, Playoff Busses) 	
Choir Needs	<ul style="list-style-type: none"> • None reported at this time 	
Band Needs	<ul style="list-style-type: none"> • ASK: Marching Band Tuba/Sousaphone overhaul (Vickie has details) • ASK: Band Room Toolkit- \$200 • ASK: Music in the Parks- lunch and changing space rental- no quote yet (Vickie has details) • Lakeland Concert- \$670 (be sure to add this to an annual budget item) 	
KES Needs	<ul style="list-style-type: none"> • Hand Bell Plates & Music for 5th grade special project- no quote yet • Sound System in KES Music Room is dead- no quote yet 	
Discussion on next year's Booster roles	<ul style="list-style-type: none"> • Current Board Member plans • List of volunteer opportunities • Start looking for volunteers for these now 	
TO DO:		
OTHER:		



2019/2020 Kirtland Music Boosters

Meeting Date/Time Wednesday March 4, 2020

6:15-7:30pm

Meeting Location KHS Café

AGENDA		
TOPIC	DISCUSSION	Minutes/Notes
SUPER QUICK UPDATES:		
Community Donation Program Update	<ul style="list-style-type: none"> Ad is completed and paid for \$190 (non-profit price 10% off normal) Will run in March Kirtland Chronicle 	
Just FYI: Items we still haven't paid for yet	<ul style="list-style-type: none"> Lakeland Concert- \$670 (payment due after concert) Band Loading Crew Dinner- Annual Thank You that is sponsored by the Boosters (approx. \$200) Ellie Vayo Composite Picture for hallway- Voted on this last year but the picture was never finished due to a miscommunication between Ellie and Mr D- Will be completed soon (approx. \$200) Music Department Toolkit- voted on last month but Mr D hasn't purchased yet (\$200) May 6th Boosters usually buys a pizza for Jazz Band since they stay for both of the middle school concerts 	
Vector overstock	<ul style="list-style-type: none"> Vickie picked up items from Vector that they misprinted and gave us free of charge 17 items that we can sell at an event or online- thoughts on how we handle this? 	
UPCOMING EVENTS:		
Volunteer Appreciation Meeting	<ul style="list-style-type: none"> April 15th Food? Favors? New Poster? Invites? 	
Band and Choir: Make sure we have Booster reps at each event	<ul style="list-style-type: none"> Thursday March 5th- Middle & High School Choir Concert Wednesday April 1st- Jazz Band playing for Senior Citizen Dinner Monday April 27th- HS Band Concert Lakeland Wednesday May 6th- 5-8th grade Band +Jazz Concert AND Choir Concert Monday May 25th- Memorial Day Parade (Need volunteers/water) 	
NEW AGENDA TOPICS:		
Volunteer Opportunity with Aramark	<ul style="list-style-type: none"> Email in Booster folder We would need someone to own this and take the lead if we are interested 	
Choir Needs	<ul style="list-style-type: none"> None reported at this time 	
Band Needs	<ul style="list-style-type: none"> Saturday March 7th Annual In-house Solo & Ensemble for High School Honors Band- Boosters traditionally pays for lunch for the 3 adjudicators approx. \$30 	
KES Needs	<ul style="list-style-type: none"> Hand Bell Plates & Music for 5th grade special project- no quote yet Sound System in KES Music Room is dead- no quote yet 	
TO DO:		
OTHER:		



2019/2020 Kirtland Music Boosters

Meeting Date/Time Monday May 18, 2020 7pm-7:40pm Zoom-based Virtual Meeting

AGENDA	
TOPIC	DISCUSSION
NEW AGENDA TOPICS:	
Voting on 2020-2021 Music Booster Board	<ul style="list-style-type: none"> We had 1 applicant during our Nomination timeframe in February Jen Reilly- Secretary Lisa McLaughlin has served in the Secretary role for 2 years and is stepping down from the formal role, but will continue to be actively involved whenever/wherever we need her. THANK YOU FOR EVERYTHING, LISA!!! VOTE: Formal vote-in of the following: <ul style="list-style-type: none"> President: Vickie Duber Vice President: Jen Dunn Treasurer: Carrie Domonkos Secretary: Jen Reilly
Music Scholarship	<ul style="list-style-type: none"> Music Boosters has traditionally offered up to two \$500 scholarships to Seniors in a Kirtland Music Program who are committed to attending college and majoring in Music. There have not been any students meeting these criteria in a few years. This year we have one- Sarah LaMantia- Band student attending Miami University to major in Music Education VOTE: Do we offer the scholarship this year? VOTE: If we offer the scholarship, do we keep it at \$500 or raise it due to the rising cost of education and the fact that it does not happen often? (\$750? \$1,000?) VOTE: If we offer the scholarship, do we create an application and have Sarah formally apply?
Sousaphone update	<ul style="list-style-type: none"> 2 of the 6 are completed and paid for Mr D is in touch with the repair shop. Goal is to have all 6 completed before Band Camp (July 20th) but the entire staff of the shop is furloughed at this time. The owner is working on them.
Spirit Wear Store	<ul style="list-style-type: none"> VOTE: Since we cannot do much of anything else, do we want to have an online Spirit Wear store? Vector is able to do this and we can add ship-direct option (UPS shipping rates that depend on the size of the order)
Kiwanis Collaboration for Graduating Seniors Update	<ul style="list-style-type: none"> A few weeks ago, Kiwanis approached the Board asking if we were interested in a collaboration to provide a recognition to the graduating Seniors. The Board discussed and voted to contribute up to \$500 on this project. Kiwanis are managing this project and have not yet provided us with an update on what the recognition gift or final cost will be.
Financial Update	<ul style="list-style-type: none"> Carrie to provide our savings accounts' numbers to date
Effects of Covid-19	<ul style="list-style-type: none"> As of right now, we are working under the assumption that all summer and fall activities will happen as planned- so Band Camp, Marching Band etc are "as scheduled" until we learn otherwise from the school. As of right now, only Vickie has permission to enter the Concession Stand. All school-owned buildings are closed except when authorized by the building admin (Amstutz).
Effects of the State Budget cuts on Music Boosters	<ul style="list-style-type: none"> State cut \$362,000 from Kirtland Local School District Direct effects on the Music Program is a \$1000 cut to the Repair Budget and a \$1000 cut to the Curricula Budget We need to be prepared to reevaluate the funds that we earmarked this year to help in other areas- while still working hard to stay in our scope of being here to augment the music program.
Bottom Line	<ul style="list-style-type: none"> There will be changes when school resumes so all areas of our fundraising will be affected

	(Concession Stand, Tag Day etc)... But we cannot solve a problem when we don't even truly know what the problem is yet. Brainstorm, write ideas down, think outside the box- we will come together when we know more.
Choir Needs	<ul style="list-style-type: none"> • None reported at this time
Band Needs	<ul style="list-style-type: none"> • None reported at this time
KES Needs	<ul style="list-style-type: none"> • None reported at this time
President's Wrap-Up	<ul style="list-style-type: none"> • THANK YOU! To all Board Members and active volunteers! 2019/2020 was truly a phenomenal year of fundraising and outreach to our Community, Parents, Admin and most importantly the Students! WE ARE SINCERELY MAKING A DIFFERENCE!
Open the call to any other discussion if time permits	