

# Wilde Lake Middle School Performing Arts Boosters Meeting Minutes September 15, 2019 7:00pm

## Attendance

Performing Arts Boosters Offers/Liaisons		
President	Vacant	
Vice President	Karen Pang	Present
Secretary	Suzanne Greenfield	Present
Treasurer	Vacant	
Chorus Liaison	Melanie Facchiano	
Band Liaison	Kara Lampasone	
Orchestra Liaison	Amy Gomez	Present
Theater Liaison	Melissa Gray	Present
Attendees		
Meg Yarbrough		

## Welcome and Introductions

- Meeting was called to order at 7:05pm

## Back to School Night

- Went well and new decorations looked good

## Board Vacancies

- Need to fill the vacancies on board, start new with documents and plans.
- Suzanne Greenfield was nominated for President
- Melissa Gray was nominated for Vice President (Karen Pang moving to the office of Treasurer)
- Meg Yarbrough was nominated for Secretary
- Amy Gomez confirmed willingness to server as Orchestra Liaison
  
- Karen Pang moved that the new board members be approved. Melissa Gray seconded the motion. The motion was carried.

## Approval of Meeting Minutes

- The June 25, 2019 minutes were reviewed. Karen Pang moved that the minutes be approved. Amy Gomez seconded. The motion was carried.

## **President's Report**

- No report was given since the office had been vacant

## **Treasurer's Report**

- Karen Pang suggested we keep last year's budget. Suzanne Greenfield moved to approve the suggestion to keep last year's budget. Melissa Gray seconded. Motion carried.
- Karen Pang will make a formal reimbursement form to be used when requesting Boosters reimburse someone.
- Reminder that when Boosters need something copied we will have to supply the paper.
- Melissa Gray stated the theater teachers have asked about money for spotlight.
- Mr. Messick has stated with cuts to budget he will run out of money for repairs to instruments before Thanksgiving.

## **Fundraisers**

- Need a formal letter to request funds from Village Boards, possibly businesses in the Wilde Lake Village, Kimco and local music stores. Meg Yarbrough will come up with some templates for donation requests as well as thank you letters.
  - Village Boards of Hickory Ridge, Towncenter and Wilde Lake
- Barnes & Noble Fundraiser
  - Looking at dates in early December. Theater to put on play December 12-14.
  - Possible date of December 5th. Maybe December 9th and 10th but that would rule out theater being able to participate.
  - Need to know how many times for students to perform and how long to ask parents to volunteer to wrap gifts. The money raised comes from the gift wrapping tips. Karen will contact Barnes & Noble about dates.

## **Vice President's Report**

- Membership information turned over to Melissa Gray from Karen Pang.
- Melissa will create an Excel spreadsheet with membership information

## **Transition**

- Karen Pang, Suzanne Greenfield, Rehab AbdAllah and Sharen Barnes to find time to transfer funds from last year Booster account to this years. Plan to have two signatures available on account. One will be Karen Pang, Treasurer and the other Suzanne Greenfield, President.

## **Adjournment**

- Plan to have Boosters meeting possibly October 3, 2019 from 7:00 -8:00 pm. Suzanne to check with Sharon about transferring access to reserve rooms for meetings at WLMS.
- The meeting adjourned at 8:10pm