

## Orchestra Booster Meeting Minutes

September 23, 2021

Steve Cocchiola, Director	Julie Zukauckas, President	Jennifer Edlind, Treasurer	Jennifer Stephan, Vice President
Petra Laszlo, Secretary	Akemi Mazak	Patricia Johnston	Christina Kamm

Meeting called to order at 6:34 PM

**I. Welcome**

**II. Officer, Student, and Director Reports**

**a. *President: Julie Zukauckas***

- i. Presentation of thank you cards
- ii. If you would like to volunteer for a committee, please sign up
- iii. Spoke with person in charge of poinsettia sale, she will continue

**b. *Vice President: Jennifer Stephan***

No Report

**c. *Treasurer: Jennifer Edlind***

**i. Audit report presented**

1. No findings
2. Few recommendations on how best to track expenditures, etc.
3. Doesn't track sponsorship activities
4. Motion by Jen Edlind to approve, Julie Zukauckas seconded. No discussion. 8 aye, 0 nay.  
Budget approved.

**ii. Budget presented**

1. See attached
2. We have some sponsorships already!
3. Boosters don't handle uniforms anymore- line item removed, outsourced
4. Website fees investigated
5. Motion by Jen Edlind to approve, Julie Zukauckas seconded. No discussion. 8 aye, 0 nay.  
Budget approved.

Orchestra Boosters Check Register: 7/1/2021 - 6/30/2022							
Number	Date	Description of Transaction	C	Debit (-)	Credit (+)	Balance	Budget Line Item
	7/1/2021	Beginning Balance	√		\$511.47	\$511.47	
	7/12/2021	IFage - Orchestra website expense	√	\$309.74		\$201.73	
	8/5/2021	Deposit - cash	√		\$20.00	\$221.73	
	8/5/2021	Deposit - check (VMB - spring flower sale)	√		\$141.75	\$363.48	
	8/19/2021	US Postal Service - stamps	√	\$11.00		\$352.48	
170	8/26/2021	Broadview Rental - tables for May 2021 food truck event	√	\$170.00		\$182.48	
	9/7/2021	Target - Treasurer binder and printer paper	√	\$14.02		\$168.46	
	9/21/2021	Amazon - binder tabs for treasurer binder	√	\$4.23		\$164.23	
			√				
			√				
			√				

**d. Secretary: Petra Laszlo**

The May meeting minutes were presented by Julie and motion by Steve to approve, Julie seconded. 8 aye, 0 nay. Minutes approved.

**e. Student Rep Report: Ann Mathew**

- i. Pumpkin decorating contest
  1. Each house will decorate, students from other two orchestras will judge
  2. Will ask for funding for pumpkins and paint

**f. Director Report: Steve Cocchiola**

- i. Question about solo & ensemble/OMEA
  1. Backup plans
  2. Unique experience, will play with houses
  3. Process will commence in November
  4. If piece calls for accompaniment, it must have accompaniment
  5. January 29, North Ridgeville

**g. Committee Reports:**

- i. Sponsorship: Rob Hedrick - Not present but still planning on serving in this role, we already have several community sponsorships
- ii. Fundraising: Julie reported, we made \$275.14 on Chipotle fundraiser and Honey Hut numbers aren't in yet but based on large pile of flyers collected, it was successful as well
- iii. Publicity: no report

**h. Old Business**

None

**i. New business**

- i. Swarm board: Patricia Johnston & Akemi Mazak will handle it
- ii. Novel idea: QR code to use to collect tips
  1. we can put on projector at concert, put in program, insert in emails, post to Facebook
  2. can be a single use QR code or one we can reuse
  3. Don't want to make it an accounting headache
- iii. Tickets
  1. We have done away with it, donation may be way to go
  2. We have essentially replaced tickets with booster fees
- iv. Reserve Seating/October 7<sup>th</sup> concert
  1. Top three sponsor families will have reserved seating in balcony
  2. Will ask families to keep one seat apart between another group
  3. For joint Middle School concert, will keep MS families on floor
  4. Will invite incoming 4<sup>th</sup> grade families to attend as well
  5. Motion by Steve to set up reserve seating, Julie seconded.
  6. First concert: Thursday, October 7
  7. Motion by Steve to provide pizza on 10/7, seconded by Julie. 8 aye, 0 nay, motion approved.

***j. Open Floor***

Next meeting is Thursday, October 21, 2021.

Julie motion to adjourn meeting, Steve seconded. Meeting adjourned at 7:20 PM