

CVMS MUSIC BOOSTERS

Meeting Minutes
October 12, 2011

OPENING:

The regular meeting of the CVMS Music Boosters was called to order at 8:45am on October 12, 2011 in CVMS by Cynthia Yee.

PRESENT:

Cynthia Yee, Scott Drechsel, Benjamin Dickson, Lisa Thomaszeck, Paul Harmon, Jayn Lee, Mingming Zhang, Julie Carpenter, Kate Trinh

A. APPROVAL OF MINUTES

N/A as this was the first meeting of the fiscal year.

B. FUNDRAISERS

1. Golf Fundraiser
 - a. Benjamin to contact Century Club to see if we can sell tickets there.
 - b. Paul has updated the golf flyer and will update the website with the new flyer.
2. Souplantation Fundraiser
 - a. Charlotte reported that the fundraiser was a huge success.
3. ESCRIP
 - a. Lisa volunteered for the ESCRIP coordinator position.
4. General Fundraising Items
 - a. Scott to check and see if ASB can make some posters announcing our fundraisers.
 - b. Charlotte will look into getting a banner made from her work.

C. ROOM PARENTS

1. Julie volunteered to be the room mom coordinator
 - a. Julie to obtain a list of all parent emails from LeeAnn Howe.
 - b. Kate to email parents on existing list to ask for room mom volunteers.
 - c. Going forward, Julie will email room moms who will in turn email their room parents to disseminate information.

D. CONCERTS

1. October 25/26: Coffee Concert - should we have a bake sale at the end?

2. December Concert - decision to be made regarding bake sale in conjunction with concert.
3. Should we have a bin for donations at concerts?

E. PAYPAL

1. Paul suggested using Paypal on the website to facilitate payments from parents.
2. Jayn will look into the fees associated with using Paypal.

F. TREASURER'S REPORT

1. Jayn presented the financial position of CVMSMB

G. OTHER DISCUSSION ITEMS

1. Each board member and key volunteer for CVMSMB will complete a 'Procedures' page detailing their job description for a succeeding member.
2. Scott needs a lockbox in his office for money collection. Lisa will look into procuring a wall-mounted lockbox.
3. Lisa needs to order more T-shirts. Scott to give Lisa ordering information.
4. Scott needs a new rolling whiteboard.
5. A budget meeting needs to be scheduled.

ADJOURNMENT:

Meeting was adjourned at 9:15am by Cynthia. The next general meeting will be at 8am on November 10, 2011 in CVMS.

Minutes submitted by: Kate Trinh

Approved by: