



Bellbrook Music Boosters

03May2021

6:00 pm

Zoom Video Call, #838 9150 0804

Meeting Recorded in its Entirety

Executive Board Meeting Minutes

Call to Order

Roll Call: Melanie Glover, Danielle Woeste, Heather Newell, Kevin Hobbs, Larissa Scott, Phoebe Dickman, Jen Volmer, Barb Siler, Andy Soloman, Rod Silva, Rachele Alban, Jon Selvaraj, Karen Beildelchies

- Absent: Vice Principal Todd Whalen

Welcome:

Approval of the Executive Meeting Minutes, 05Apr2021:

- Phoebe Dickman, 1st motion, Rod Silva, 2nd, All Approved

Old Business:

● **Check Writer Position**

Due to a lack of a conflict of interest, the By-Laws will be amended to allow the Financial Trustee to be the Check Writer.

For this year, the new Financial Trustee does not feel comfortable assuming this role due to lack of familiarity with the software.

Jon Selveraj, the new Ways and Means Trustee and most recent Check Writer, has agreed to continue on with the role.

All Executive Board Members in favor of these decisions.

● **Middle School Liaison Position**

- Ideally, this would be a parent that has children at both BHS and BMS.
- It is proposed that a newsletter be sent via email once a month. The newsletter will contain: important information regarding the music program, answers to frequently asked questions, ways for parents/guardians to get involved, and volunteer opportunities, as well as Booster meeting minutes.
- Rachele Alban and Phoebe Dickman will spearhead this effort, along with Mrs. Siler.

● **Dispersing Senior Credits**

- There is currently a scholarship fund as part of the Booster budget, even though a scholarship hasn't been given for the past several years. However, funds will need to be allocated for this fund and built up before the program could be reinstated and any scholarship monies can be dispersed.
 - President Melanie Glover to review the old application process and create a document that can be reviewed and modified/updated by the Executive Board. That way the process will be up to date once monies are raised, and the scholarship is ready to be reinstated again.
 - All of the Executive Boosters voiced concerns about having knowledge of applicants' financial information, but such criteria need to be decided upon.
 - Danielle Woeste to ascertain how the District currently determines financial eligibility, for example, with the Free/Reduced Lunch Program.
- **Berns Spring Flower Sale**
 - Heather Newell, Chair of the Spring Flower Sale, reports that the fundraiser was a great success. She offered a huge thank you to everyone that was involved in selling and dispersing flowers.
 - Total sales: \$18,992.50. Expenses: \$11,397.50. (Includes Student Credits: \$1,630). Net Profit: \$7,595.
 - Melanie has put all of the student credits into Charms.

New Business

- **Treasurer's Report– *Appendix A***
- **Board of Trustees' Report -*Appendix B***
- **Officer's Report**
 - Nothing to report at this time.
- **Director's Report– *Appendix C***
 - **Discussion of upcoming Ice Breaker on 19May2021:**
 - Parents will be divided into sections while students will remain in the gymnasium for a team building activity.
 - There will be rotating groups that will speak to the parent sections about: Food Committee, Chaperones, Pit Dads/Moms, Uniforms, & Scrip.
 - This year the Buddy System for Rookie Parents will be restarted. Phoebe Dickman, Membership Trustee will be spearheading this.
- **Administrator's Report**
 - Not present at this time
- **Fundraising**

- Jon Selvaraj, new Ways and Means Trustee, reports that the Boosters will receive \$950 from the April Elsa's Dine Out. Additional Dine Outs are limited at this time due to restaurants still being impacted by/from Covid, as well as them being understaffed. We will resume Dine Outs in August.

Adjourn: 7:12 pm

- Danielle Woeste, 1st motion, Phoebe Dickman, 2nd

APPENDIX A
Treasurer Report
03May2021
Page 1/5

BALANCES

Checking - \$46,713.01

Savings - \$64,518.60

BOOSTER FUNDS OVERVIEW:

YTD Income: \$ 63,399.26

YTD Expenses: 52,935.62

YTD Surplus/(Deficit): \$ 10,463.64

Monies Received from Donations/Fundraisers

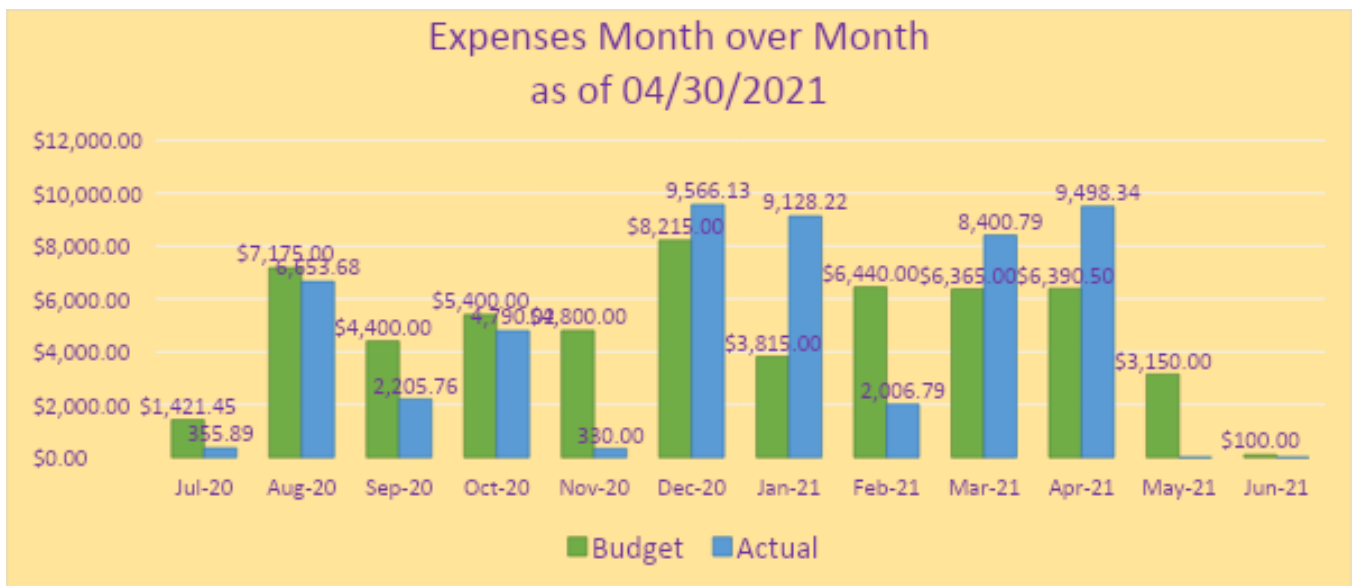
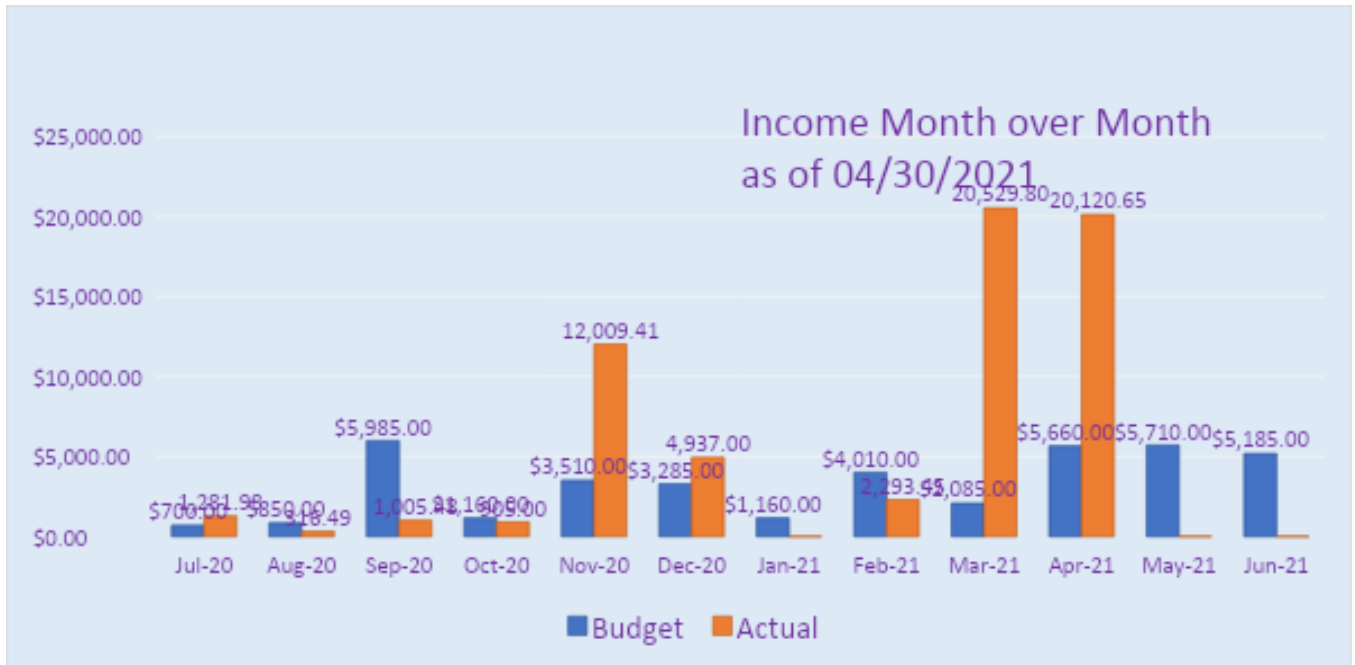
#	Source	Amount
1	Elsa's Dine-In	\$ 425.00
2	BW3 Diner Program	223.15
3	Flower Sales	18,992.50
4	Pies	60.00
5	WI Ads	55.00

Treasurer Activities

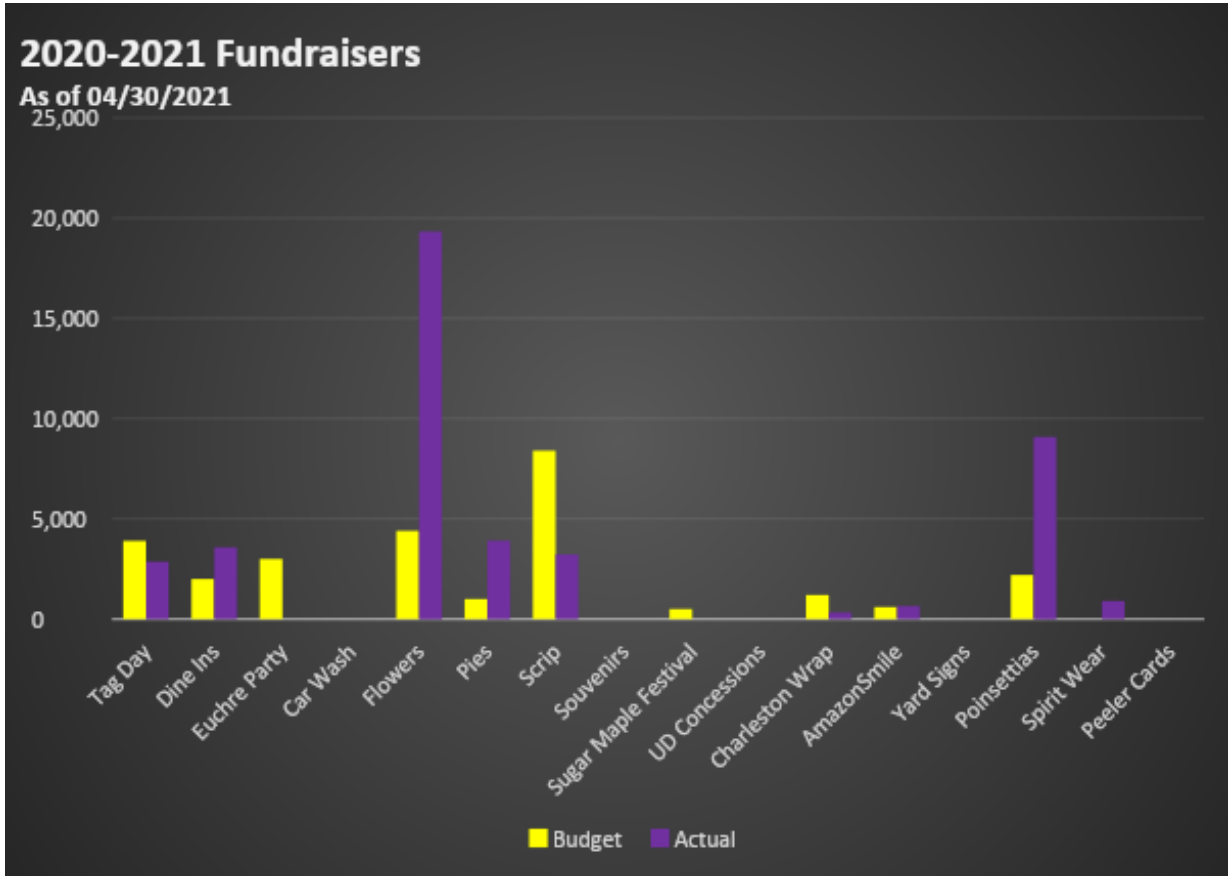
1. 2020 Taxes – Completed awaiting final review/submission

Graphs Below:

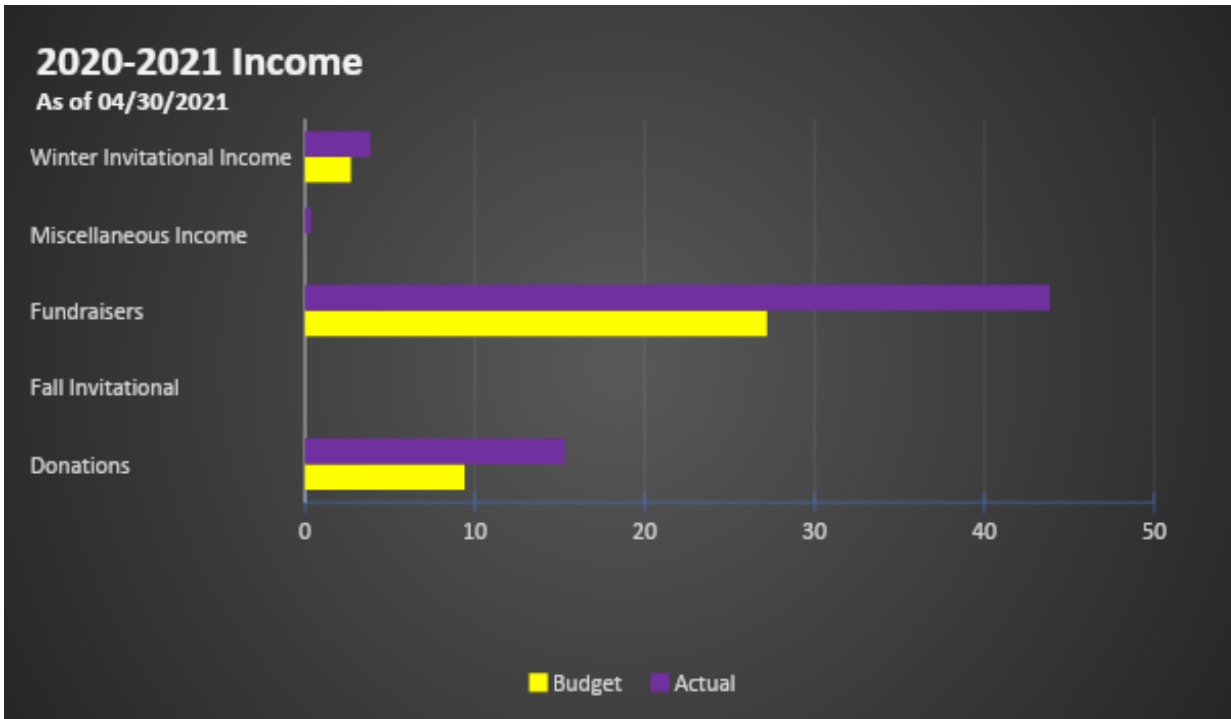
APPENDIX A
Treasurer Report
03May2021
Page 2/5



APPENDIX A
Treasurer Report
03May2021
Page 3/5

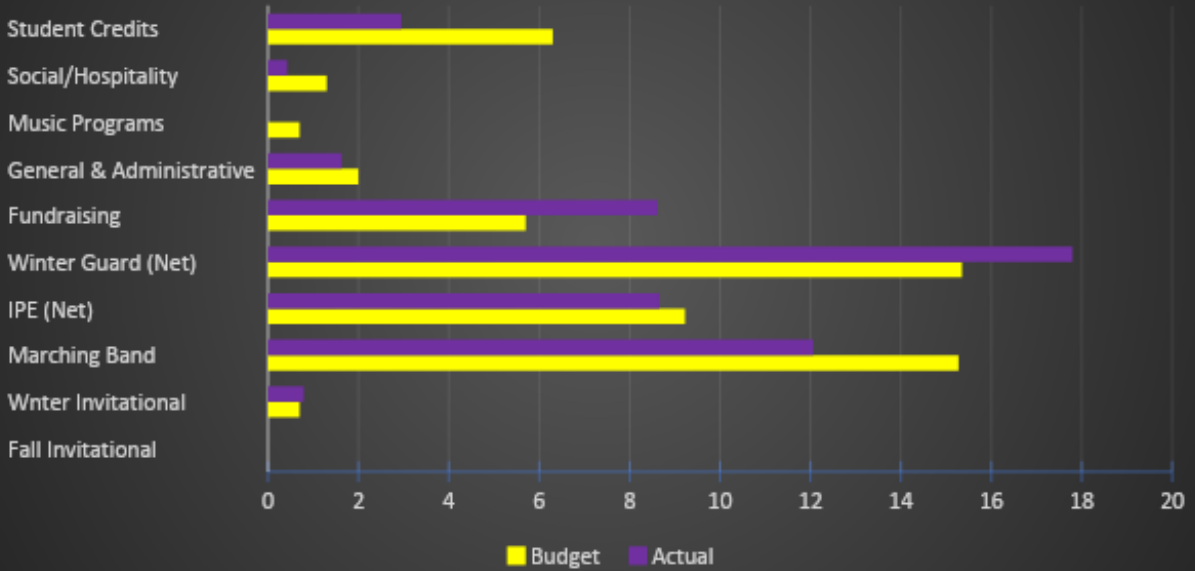


APPENDIX A
Treasurer Report
03May2021
Page 4/5



2020-2021 Expenses

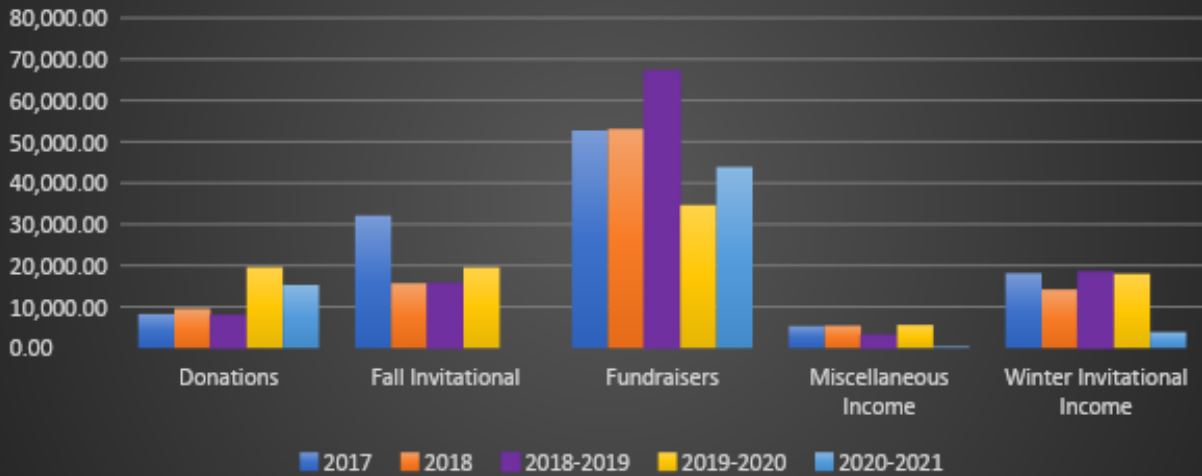
As of 04/30/2021

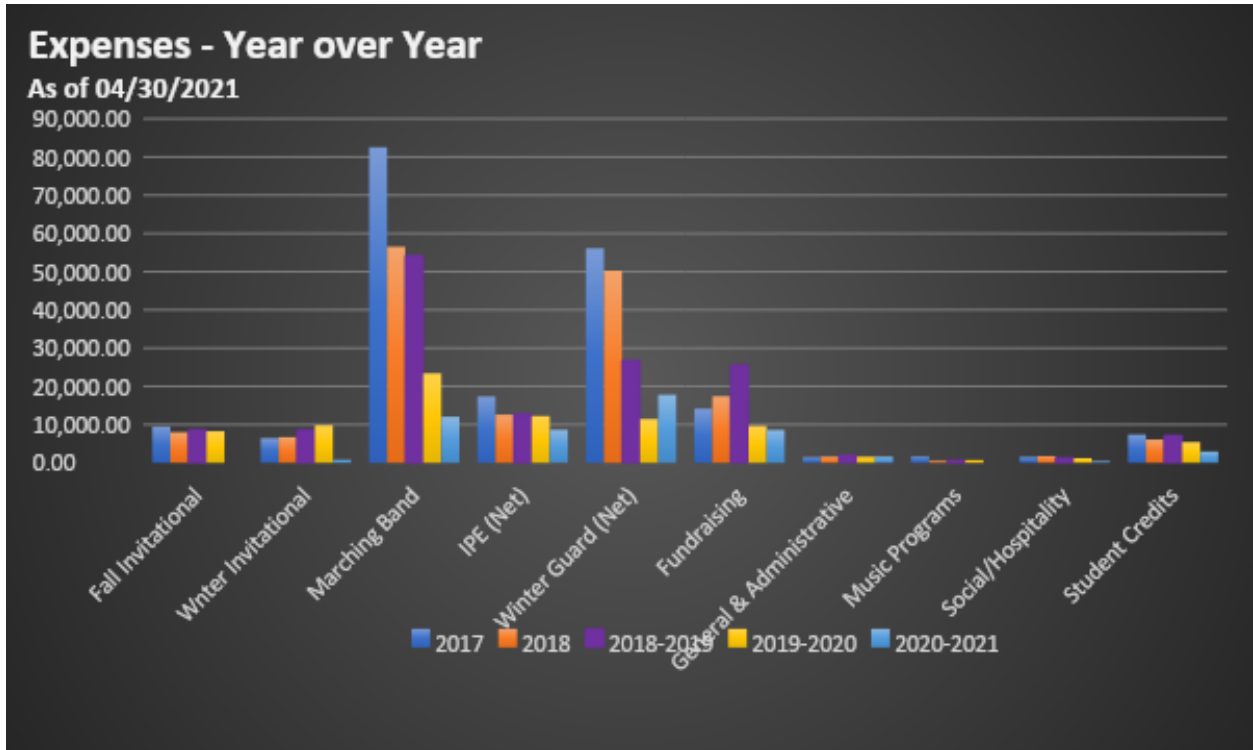


APPENDIX A
Treasurer Report
03May2021
Page 5/5

Income - Year over Year

As of 04/30/2021





APPENDIX B
Director's Report
03May2021

- The John Mackey commission is ON!! No updates, but it's looking more like a consortium again, with WSU, Centerville, Beavercreek, Kettering, WGI, Miamisburg, Carroll, and Northmont participating. We are collecting consortium fees from these schools and the world premiere will be at our October concert!
- Later this month we plan to set our concert dates for 2021-2022 school year
- End of the year concert dates are set! Our current plan is to use the same livestream setup as our December and March concerts, but also with the addition of limited live seating.
 - **Monday, May 10 - 6th grade band and choir (at BMS)**
 - **Tuesday, May 11 - 7-12 choir (at BHS - auditorium)**
 - **Thursday, May 13 - HS band - concert and awards (at BHS - gym)**
 - **FRIDAY, MAY 14 - after school rehearsal for graduation - all 9th, 10th, and 11th grade band members attend**
 - **SATURDAY, MAY 15 - graduation performance for all students - 9-12**
 - **SUNDAY, MAY 16 - graduation performance RAIN DATE**
 - **Tuesday, May 18 - 7th and 8th grade band concert (at BHS - gym)**
 - **Wednesday, May 19 - Ice Breaker (at BMS cafetorium)**

- **We will need some help cleaning/sanitizing bleachers on 5/13 and 5/18**
- Disney Update: The Disney trip has been postponed and will now take place a year later. We will depart on December 28, 2022 and return home on January 2, 2023 (dates subject to change). All current Freshman and Sophomore students who continue in band will be eligible to go on the trip. A meeting will be held in February 2022 for any student who wishes to sign up and isn't already registered for the trip. Trip cost is looking to remain relatively steady, and we will update you more as we get closer if prices increase
- Marching Band summer and fall schedule: Links sent in email to full schedule
- MB Ice Breaker set for Wednesday, May 19
- We are narrowing our search for a new Percussion Director - announcement coming soon
- Marching band leadership was announced today - congratulations to all who auditioned! We have some very talented students in our program!

APPENDIX C
Board of Trustees Report
03May2021

Bellbrook Music Boosters Board of Trustee Meeting

April 27th, 2021. 7:00pm via Zoom

Present: Larissa Scott, Jen Volmer, Rod Silva, Jon Selvaraj, Rachele Alban, Karen Biedelschies

Absent: Phoebe Dickman

Role Assignments:

- Chairperson: Larissa Scott
- Communications: Rachele Alban
- Membership: Phoebe Dickman
- Finance: Karen Beidelschies
- Ways and Means: Jon Selvaraj
- Sponsorship: Rod Silva
- Logistics: Jen Volmer

Policy and Procedures Review: No changes were suggested except for the needed updates to Trustee names. (Outgoing/Incoming). Updated document will be sent to Vice President for the Booster website.

Check Writer: Discussion was held in regards to placing the check writer duties under the finance trustee. Everyone was in agreement that it didn't feel like a necessary change and should stay with a volunteer who has knowledge of the programs used for check writing. We decided to bring the topic back to the executive board for discussion.

Items of discussion:

Fundraiser committee is needed to help spur the new year of fundraising efforts
Finding a social committee chair should be a top priority before summer activities get underway. It was discussed that maybe the membership trustee could help spear head this task as a way to help foster relationships between parents, students, and staff. (Using the google form that Phoebe created during last year's ice breaker could be a good way to find someone who would be interested)

Master Calendar: There was a lot of discussion about communication and how to stream line it, so it's not overwhelming. Rookie parents often feel lost and struggle to sift through all the information between emails, remind texts, and social media. The hub is a good idea, but a lot of people forget about it after the ice breaker. One suggestion was to send out Ice Breaker packet info prior to the event so parents can look it over and come prepared with questions.