

**Armada Music Boosters E-Board
Meeting Minutes
September 19, 2013**

Present: Monique Albertson, Craig Greenia, Debbie Sheridan, Keenan Thomason, and Rachel Ulinski.

Guests: Cindy Bell and Teresa Telly

Next Meeting: Note: The next boosters' meeting was scheduled for Thursday, October 17, 2013 at the Sept. 19th meeting, but the Oct. meeting was cancelled before the minutes were typed. This cancellation was due to Keenan Thomason informing the other boosters' members that this date would have to be cancelled due to secondary school district conferences. The next meeting date was to be rescheduled.

Treasurer's Report: Sharon Knust delivered the treasurer's report at the close of the meeting. The report showed the current students' account balances at \$13,210.92 and the current regular account balance at \$12,196.96.

NEW BUSINESS:

Secretary Position: Debbie Sheridan welcomed the new secretary, Monique Albertson, to the boosters' group. Debbie informed those present that Chris Hess, former secretary, stepped down as of August. Chris has trained Monique on the computer to show her how to navigate and update the website, as well as turned the boosters' group records over to the new secretary.

Future Meetings: Keenan Thomason stated that he was looking at October and March for scheduling mandatory parent meetings. After a discussion among those present, it was decided that the Oct. parent meeting was not an option. This was not an option because Steve Loveday could not be present on the dates that the meeting could take place due to his marching band practice commitments on those same nights, which is why he was unable to be in attendance on this current Sept. 19th meeting. Rachel Ulinski stated that there should not be a mandatory parent meeting without Mr. Loveday present since he is a vital part of the music program. All those in attendance agreed. It was discussed that there could possibly be separate meetings for the middle and high school. It was decided that there should only be one meeting since there is one "Armada Music Boosters" group intended to include all parents of band, orchestra and choir students from all grade levels. It was decided that mandatory parent meetings should only be held when all instructors are able to be present. Mr. Loveday will be contacted for his input and he will set future dates for upcoming meetings. Mr. Thomason explained that it has been difficult to decide on a day of the week to schedule boosters' meetings due to the fact that all three instructors, Mr. Loveday, Mr. Thomason, and Mrs. Ulinski, have conflicting schedules, except on Thursdays, which still excludes Mr. Loveday during Sept./Oct. because of his marching band commitments.

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Music Dept. Website: Keenan Thomason stated that he would like to see the website organized in a different way, since there is now so much information included on the site. He suggested separate tabs for individual music classes so parents and students would have easier access to documents pertaining to just a particular group. He stated that some items, such as the “music log”, were posted to the site quite some time ago, and are now “buried” in between old information. He suggested making an archives section also. Mr. Thomason stated that he liked the way former secretary, Chris Hess, “color coded” events. Those in attendance agreed, and Monique Albertson, the new secretary/webmaster, as of this school year, will look into organizing the site for easier accessibility to current information. Monique informed those present that an email was received from the website host regarding the renewal of the website. The website will expire September 28th and payment needs to be made. Monique will contact George, the person who set the site up, and/or former secretary, Chris, via email or phone number, found in records, to inquire who handled payment in the past, the secretary, or he who set the site up.

Choir Events: Choir director, Rachel Ulinski, informed us that the choir concert was moved from Thursday Dec. 5th, to Wednesday, Dec. 4th, due to the theatre group event scheduled for the same day. Many of the choir students are involved in theatre also. The middle school and high school groups will perform together. They were split up in the spring. Mrs. Ulinski stated that she brought in band students to play at the concert for the end piece and plans to use band students again. The slide show will not be included at the event since it tended to break the flow of music too much. She informed us that Pre-Festival is in February. In November plans include a pop/jazz festival competition in Niles, MI., for Chorale students. Mrs. Ulinski is working on putting this together now. Total cost for the event is \$25.00. The only other expenses will be the costs of motel rooms and any bus/travel costs. The middle school choir students inquired about the possibility of getting new dress uniforms. Mrs. Ulinski asked her students to come up with ideas for fundraisers to raise money for the new uniforms. Mrs. Ulinski told us that the Chorale performed at the “Armada Jams in the Park” this past summer. The choir will sing the “Star Spangled Banner” at the fireman/policeman game next week in Armada.

Choir Request: Mrs. Ulinski would like a volunteer parent(s) to help with middle school dress uniform fittings. Time is taken away from rehearsals when she has to coordinate this herself. It was suggested that she inform the middle school parent group to pass on the information. Monique Albertson will contact the Armada Middle School Parent Group to request that an announcement be made at their next meeting. The dresses need to be fitted by the end of Oct. so time is allowed for hemming if necessary. Mrs. Ulinski informed us that there is a website for her choir students. The address is: www.armadachoirs.weebly.com

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Senior Night: The question was brought up as to which night would be “Senior Night”, the night that high school seniors are recognized along with their parents. Usually this is at “half time”, during the last home football game. This year the last home game is also “Homecoming”, which is already a long event. It was not known at this meeting which date “Senior Night” would be, but it was stated that it would probably be the week before “Homecoming”.

Parent Communication: A discussion about how to better communicate with parents took place. Mr. Thomason stated that he wrote a pilot newsletter last year and is considering trying one again this year. He has e-mail addresses and will ask for e-mail address updates. The idea to e-mail parents to remind them of boosters meetings and other events was mentioned. It was brought up that not all hand written e-mail addresses were legible and some e-mails were “undeliverable”. The idea to send out test e-mails to determine if parents received them was brought up. It could be mentioned on the website that a test message was sent and those not receiving e-mails could let us know. Mrs. Ulinski mentioned “Remind 101”. Some in attendance were familiar with it, and agreed that it was a good idea. Parents would be sent messages of upcoming mandatory meetings and news about other important events. No personal information has to be shared. Mrs. Ulinski said she was willing to set “Remind 101” up and then the information needed about it could be presented to students in class and to parents at parent meetings.

UPDATES:

Tuxedo Shirts: Keenan Thomason reported that two moms of music students were at the middle school open house to help with the tuxedo shirt fittings. Only a small number of students came to be fitted. Mr. Thomason was unsure, but thought Maria Cefali would be the person calling the order in to “Hobby Lobby” and picking the order up. Mr. Thomason told us a few moms were coming to finish up the fittings at the school before the order was placed.

Fair Parking: Debbie Sheridan reported that the fair parking event, which took place in August, was successful. She stated that this is the biggest fundraiser for the “Armada Music Boosters” and there is a need for someone to take over the coordination of the event. Maria Cefali was the chairperson for the event again this year, but will be stepping down as she will no longer have a student in the music program next year. Maria was unable to attend the meeting to confirm, but it was thought that she had been speaking to someone who was possibly interested in being the chairperson for the event to be held again next summer.

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Fair Barns: Craig Greenia, fair barn coordinator, reported that the barn director was good to work with. He stated that it was hard to fill work spots and at times just he and his own children were there. There was a discussion on coming up with ways to get the word out about the barn work and what the responsibilities are. There was a discussion on how maybe adjusting the pay scale (money goes into student accounts) for the barn work would encourage more workers, but the downside would be that the pay scale for the parking lot work would need to be reduced to compensate for the increase in pay for the barn work. It was noted that the parking lot responsibilities were greater than the barn work so a reduction in pay for parking may not be an option. Debbie Sheridan stated that this was going to be something that next year's board members were going to need to make a decision on.