

# IMDBC BOARD MEETING MINUTES

Board Meeting

DATE: 10/01/2014 MUSIC BLDG RM

Meeting called by	Jose Raul Mena as President
Type of meeting	Board Meeting
Note taker	Susel Porven
Attendees	Jose Raul Mena, Aquilino Mayo, Brent Mounger, Leda Barham, Bruce Braham, Susel Porven, Fareeda Stevens
Absentees	Luis Bonachea

Meeting Called To Order at 4:15pm

A copy of these minutes will be kept in archives as well as published on the website.

## **TREASURY REPORT:**

The starting balance as of today is \$260.44. Profit made from Open House Fundraising \$114.00.

Mr. Mayo advised there is \$45.00 not yet collected from the Paypal account.

A receipt from FMEA on the amount \$194.00 was approved to be reimbursed to Mr. Gershfeld as part of our mission to help conductors cover their out-of-pocket expenses for membership dues.

A copy of the treasury report will be kept in archives.

## **ORGANIZATON REPORT**

Principal Meeting Recap: Mr. Mena advised that Ms. Alvarez is requesting we turn in the Budget. She also advised she would not be able to attend any of the Booster meetings, unless any issue arises. The administration is requesting we ask all students for allergy/dietary needs. The Booster is to use a catering service approved by the school when ordering food for the students. As stated in the MDCPS Booster Club Guidelines, payments to vendor may not be made by the Booster Club at any time, therefore a donation of the complete amount of any previously arranged catering should be made to the school and the administration will order/pay for such catering. Mr. Mena will ask for a list of the preferred food vendors approved by the school. Mr. Mayo recently provided the School Administration with the insurance certificated requested on the guidelines.

## **MEMBERSHIP:**

Mrs. Barham reported one new membership which joined during Open House. There is a total of 56 Adults and 31 Students at this time. The Booster will have a booth set up at the October 28<sup>th</sup> concert for memberships.

A motion to create VIP ticket purchases and seating for parents members of IMDBC was voted favorably by the Board. A Blast email will be sent to all parents prior to the concert regarding priority seating due to memberships to give them the opportunity of signing before Oct 28<sup>th</sup>.

## **FUNDRAISING:**

Mrs. Stevens has reported no proposal in fundraising. She will be putting a committee together. A blast email will be sent to all parents asking for ideas, reach out to community. Mrs. Stevens will contact Steve Beden at NBCTC for recommendations and advise.

As per Mr. Mounger, the request for taking responsibility of the playbill has been approved by the Dean of Music. The Booster is to collect information, create outline in order to begin formatting Playbill. The sales of advertising spaces on the playbill, as a resource for raising funds, will be shared with the Chorus Booster Club. A meeting between the two booster clubs will be set to discuss the details of the participation. Also, Mr. Mena mentioned the possibility of having a third party handling the selling of advertising, designing and printing of the playbill for a cost (TBD). The booster clubs will receive a percentage of the advertising sales done by the third party as well as any ads sold by their own members. A meeting to discuss this matter will be called when the information is received.

## **COMMUNICATIONS:**

Email Blast is to be sent to all parents regarding Open House, upcoming performances, volunteers for concessions (pizza, chips, cookies, soda and water will be sold at the October 28<sup>th</sup> concert) and requesting parent chaperones for October 28<sup>th</sup> performance at the Miami Dade College South Campus (8 Chaperones needed between Wind and Camerata).

## **SCHOOL ADM. & FACULTY:**

No news yet on the school activities calendar for the division, therefore this matter will be tabled until next meeting.

## **NEXT MEETING:**

Our next General Meeting will take place at the Music Building of NWSA on November 6<sup>th</sup> at 7:00pm. An extraordinary meeting will probably be called to address the playbill and make a decision on how to proceed.

**Meeting was adjourned at 5:55pm**

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