

Pentucket Music Department
Boosters

MEETING DATE: 3/3/15

Board Members Present

Kendra Bowker, President
Kathie Sullivan, Vice President
Sue Hersey, Treasurer
Audrey Tarr, Secretary
Dianne Elardo, Communications Secretary
Additional Members:

Mission Statement: To provide various supports to the Pentucket Music Program through fundraising and advocacy.

AGENDA ITEMS-

Old Business:

1. Officer vote in April: new President, Vice President, Secretary, and Communications Secretary: decision on when to have the election.
2. Dance/Fundraiser in February: Outcome/summary
3. Recruiting New Members.

New Business:

1. Treasurer's Report
2. Thank you letters to sponsors of the silent auction:
 - a. Tax Deduction
 - b. Obtaining addresses
3. TD Bank accounts.

Discussion:

1. Treasurer's Report:

	<u>Date: February 3, 2015</u>	
December 31, 2014 balance:		\$7430.80
Deposit	Jan. 14	709.25
Ck 103	Jan. 9	44.40
Ck 102	Jan. 9	1354.20
Ck 105	Jan. 12	62.00
Interest	Jan. 31	1.44
Total balance as of Jan, 31, 2015		\$6680.69
<u>Deposit Details:</u>		
Flatbread fundraiser		\$ 684.25
Donation		\$ 25.00

2. Officer vote/recruiting: The board was set for next school year: President – Alice Walsh; Vice-President – Amy Malonson; Secretary – Audrey Tarr; Treasurer – Sue Hersey;

Communication Secretary – Dianne Elardo. The vote will occur in April per voting procedures laid out in the constitution.

Suggestions for Recruiting: - Ask for student reps. to be on the board.

-Try to get one parent rep. from each elementary school.

-Reach out to alumni

-have an informational table at schools' curriculum nights.

3. Dance Update: The dance was a success. Suggestions were made for improvements for next year (listed below). It was decided to keep it for the same time of year. A vote was taken and it was decided to book Groveland Fairways and the big band for February 27th, 2016. Doations will be solicited starting in October 2015. Total money made after expenses: \$2618.00

Suggestions:

- For the food instead of advertising it as appetizers just say that light refreshments or crudité is included.
- Silent auction: combine smaller items and gift cards into baskets or do a raffle
- Try to target a younger audience; parents with younger kids.
- Target auction items to a particular audience. For example, if an older audience is expected try to obtain donations such as weekend trips, time shares, etc. A younger audience would do well with museum memberships, music lessons, etc.
- A couple of more tables would be needed for seating; no stand up tables.
- Do a checklist of who is responsible for what part of the dance and auction (could use 'Sign Up Genius').
- Raffle off items like a front table reserved at Café Jazz and four front seats at the next musical.

4. Thank you notes: Audrey will typed up and send out. Kathie has a form letter that can be reused with some changes. She also has the addresses that she will send to Audrey for the businesses she sent solicitation letters to. A paragraph will be added thanking them for their donation, stating that it is tax deductible, and that Pentucket Boosters is a 501C3 organization.

3. TD Bank: Karen Rubino has a contact with TD Bank in Groveland. He wants to come to meet with our President and Treasurer to discuss the affinity program they have. If someone opens a new account and ties it into the music Boosters then at the end of the year the Boosters get a certain amount as a donation. This applies to previously existing accounts as long as the Booster I.D. number is given. New accounts = \$50.00 and existing accounts = \$10.00. The check is issued at the end of the years. Also, our organization would receive a one percent for the totals amount of accounts that are listed (combined savings) under our organization.

Other:

- **Further fundraiser ideas:**
 - o Tina Boyd is looking into a mini-golf event run indoors at a school or library. Could be done in the High School. Tina will get more detail on the cost.
 - o Bake Sale at the West Newbury Market. Students can run it. Karen Rubino will get a date.
 - o Re-book December Flatbread fundraiser for December 23rd.