



Ingraham Performing Arts Booster Meeting

Nov. 7, 2018 7:00 –8:30 p.m.

Minutes

- Welcome, Introductions & Minutes Approval minutes reviewed and approved.
- Teachers' Report (Heidi, Katie and Shane)
 - Shane: First Concert is next week. Program will feature folk music. Marching season is over. Had a beautiful day in Tumwater for the Marching Band Festival and saw many nice bands. U.S. Navy North Band did a clinic with the band after the Veteran's Day Assembly performance. Also, professors from SPU taught clinics in the last week. Will need 4 Stage hands for next week's concert. Concert Attire will be black pants, socks and shoes, white shirt or black dress or black skirt with white shirt. Jazz Band will be moving towards an all-black suit attire with silver or blue ties by the next concert cycle.
 - Katie: Choir concert is tomorrow. Theme will be Songs of Light. Will be performing at the Bremerton Jazz Festival on Nov 16 with the same program as the Fall concert. December 20th will go to the Pacific Northwest Ballet and perform carols. Chamber Singers and Vocal Jazz will also get complimentary admission to the ballet.
 - Orchestra: Heidi absent but Ruby reported that the Concert last night was great. Others remarked at how well it went and how great the orchestras sounded.
- Fundraising Report (Mark)
 - Fall Direct Appeal: Direct Appeal went out and has been and will be promoted further at the Fall Concert Series. Some checks have come in already. No report yet on deposits made directly through the link to the Alliance for Education account.
 - Student Showcase: Ideal date would be Feb 2 but some flexibility keeping in mind conflicts with Feb 9 for Solo and Ensemble Competition and Metro sport championships as well as the Bellevue Jazz Festival. The following weekend is the beginning of mid-winter break and the final weekend of February is the Hampton Jazz Festival. March would put it close to the FOI Auction. Mark will check on availability of Shoreline Conference Center space and Cristina will follow up with Ballard Elks space. Suggestions were made for a lodge in Greenwood and another space near University Village above Mama Melinas. Budget is typically around \$2000 for the venue that has included tables, chairs, linens, stage, lighting and sound systems.
 - Seat Cushions, Concert Food: Mark brought in new sample seat cushion which is more substantial than previous samples. Board approved order of 100 to start with at approximately \$7 per seat with thought that we would be selling them from 10-15 dollars. Concert food options were discussed. Food trucks are not feasible, will plan on Bahn Mi sandwiches and pizza for the December Benefit Concert.
- Treasurer's Report (Dophie,)
 - Profit/Loss Statement: Statement is provided however the numbers are only through September. Dophie can provide more current statements in future but they will not be reconciled as the statements from Alliance for Education come too close to meeting to allow reconciliation. Board ok with statements that are not reconciled yet. Expenditures for Light Board and chairs were made in September. Shane said that coaching invoices should be rolling in soon. \$800 in direct ask checks were turned over to Dophie as well as the \$181 from previous night's bake sale. Dophie requests that when invoices are submitted that an explanation as to which budget item they should be attributed to be provided so that she can properly post the expenses.
 - Shane reported that the band/orchestra received grant from FOI to fund ½ of cost for upright bass. Deposit will be forthcoming for \$1800.00 balance will come from IPAB budget
- Volunteer Needs (all)
 - November Concerts: Choir concert Sign Up Genius has been sent out and fully staffed. A Sign-Up Genius will be going out for next weeks band concert and posts will be made on the Friday Bulletin and IPAB Facebook as well as FOI Facebook pages. Apologies were made by all for failure to get Orchestra's announcements out in time however the bake sale was successful, and concert went great. Efforts to promote better communication were suggested including implementing a shared calendar with prompts to send notices for upcoming events. Speak up if you notice an omission.
- FOI Liaison Report (Sara)
 - The auction will be March 20th and the theme will be Aim High, Dream Big. Goal of Auction is to expand the Bright Futures program that funds the food and clothing pantry and back packs. Idea is to add laundry services, food support for the whole year, and eye exams and glasses.
 - Grants were given for ½ of the stand up bass as well as a portion of the choir uniforms. FOI asks that clubs meet the FOI halfway on asks for grants.
 - FOI asks that those that volunteer go through the approval and registration process soon
- Liaison Reports (All)
 - Band, Choir and Orchestra-nothing in addition to teacher's report
 - Drama-Kristina requests an item to be added to next month's agenda to discuss the relative value of Bake Sales i.e. money raised vs. efforts expended and take into consideration other purposes of the bake sale including hospitality and providing food.
- Communications PR Needs (Frank) Already covered under volunteer agenda item
 - Other Business—Master program, Save the Date Postcards, New? (All.)

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Meeting Norms: start on time; adhere to agenda; adhere to speaking order; come prepared; assume positive intent; stay true to organization's purpose.



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- Master Program, while a great idea, is just not feasible this early in the year. Discussion of getting the format ready to implement next year. Save the Date postcards have not been looked in to further.

IPAB Meetings: 12/4, 1/8, 2/5, 3/5, 4/2, 5/7,7 p.m., Band Room.

Upcoming Events: Concert Dates: Fall: November 6th, 8th and 14th; Benefit Concert (all groups): December 14th; Winter: February 13th (Band only)
Spring: March 26th and 28th, April 3rd ; Big Band Dance: March 8th; Summer: June 11th, 12th, and 13th. (Orchestras – Tuesday dates; Bands -
Wednesday dates; Choirs – Thursday dates)

Band: Tumwater Marching Band Festival: October 13th; Home Football Games October 12th and 19th. Drama--Brighton Beach Memoirs: October 25, 26, 27 and 31, November 2nd and 3rd. Winter Play: Crucible Jan 17, 18,19, 25 and 26. Spring Musical--Chicago: May 30 and 31, June 1, 7,8 and 9

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