



# Ingraham Performing Arts Booster Meeting

## May 6, 2020 7:00 – 8:30 p.m.

### Minutes

- Introductions and Minutes: Minutes approved.
- Treasurer Report (Jason; Davida absent)
  - Budget Activity YTD: Nothing new to report since Alliance has not sent updated reports. Financially we are in the same position as last month; finances are in good position for next year.
  - Band's Spring break trip: we were offered 70% refund or 90% credit for future trip; we opted for credit for future trip. Plan is to reschedule for next Spring.
- Teachers' Report (Heidi, Katie, Shane)
  - Katie:
    - Vocal Jazz students want to create a virtual Solo Night event; students will submit a solo piece from home; link to live-stream the videos. Normally this is a fundraiser for choir trips or uniforms; this year, students want an opportunity to fundraise to help students in need; possibly Alliance for Education. Katie asked if it's possible to fundraise under the IPAB name and send funds to Alliance; Mark confirmed you can designate the money to a specific arm of AFE; Katie will talk to Mark directly for more information.
    - Discussion regarding possible apps or platforms for creating the event. Twitch (designed for sending money to performers) was brought up as an option. Also YouTube – can include a comment to donate in the description; can be made private; Jason offered his son's help, and will send a link of an example to Katie. Rachel provided a link to video. On YouTube by Bernadette Peters (Sondheim's 90th Birthday celebration created remotely by artists) as an example.
  - Heidi (Katie reported in Heidi's absent): Students are continuing with the Big Fish Musical, recording audio and dialog; will be presented as a live stream radio play. Heidi and Katie are doing a lot of mixing and editing of audio files. For class work, virtual Orchestral, Choir and Band are continuing.
  - Shane (absent) – no report, but it was discussed that when there's a graduation ceremony at Ingraham, Shane is committed to the Band performing at graduation.
- FOI Liaison Report (Judy - absent) – no report.
- Recruitment (All)
  - Open positions (President, Vice-President, Fundraising Chair, Student Showcase Chair, Choir Liaison, others?)
    - Next year's returning members: Rachel Stamm (Communications), Debbie Casselman (Secretary), Davida Sims (Treasurer), Gayle Clemans (Volunteer Coordinator), Susan Merel (Band Liaison), Paul Vahey ("Project Guy")
    - President – due to a family issue, Judy is unable to continue with IPAB; this position is again open.
    - Deanna will create a draft email and send to the teachers to use to recruit families for vacant positions.
    - Mark's friend Vanessa, the Drama teacher at Evergreen, is interested in being on the IPAB Board (her daughter is in Theatre and Choir at Ingraham); Katie will send a personal note to Vanessa to invite her to be on the Board.
    - Gayle reported that Dan Suiter is interested in being the new Theatre Liaison.
    - Deanna offered to stay on the Board next year to help out in the Communications role, and suggested Rachel could move into the President position.
    - Deanna will send another recruiting communication, with a more 'desperate' tone, requesting help filling open positions.
- Board Transition (All)
  - Elections: it was agreed to postpone elections to allow more time to recruit for next year's Board; elections will be held at newly added June meeting.
  - 2020/21 Support: how do those moving off the Board leave their knowledge for the next group?
    - Silent Auction software: next November, Mark offered to train someone on Silent Auction Pro.
    - We need a virtual place to deposit our documents, branding items, templates of emails, etc. Discussion of possible options: Drop Box suggested; Google docs is free (IPAB has a Gmail account); can create a Google group and store the documents there. Rachel will discuss with Mark and Deanna and review at next month's meeting.
  - Upcoming Meetings: typically, we don't have a June meeting since everyone is busy; decided to add a June meeting to aid working on filling open positions.
- Communications (Deanna)
  - Misc. Catch All – as mentioned above, Deanna will send out newsletter to recruit for the Board.
    - Deanna is getting ready to transfer Communications role to Rachel; collecting passwords and will send as well.
    - Paul brought up the importance of getting more people involved; Judy has brought this up in the past. Paul will write up a summary of the points he made during meeting and send to Deanna to include in her newsletter.

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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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- During the Ask last Fall, Jason noticed the “Why I am involved in IPAB” blurbs made a positive difference in giving. All IPAB members should contribute a blurb now about why we are involved with IPAB; Deanna will include on Facebook or in the newsletter.
- Mark suggested nametags/buttons/shirts to wear at IPAB events to draw attention to IPAB members; helps to make a personal connection.

**Upcoming IPAB Meetings:** Newly added: June 3, 2020

**Upcoming Events:**

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