



Ingraham Performing Arts Boosters

Budget Meeting

September 9, 2020 7:00 – 8:30 p.m.

Minutes

- Come to Order; Minutes approved and adopted.
- Proposed Budget – summary of budget meeting: the income goal for the proposed budget is to raise \$20,000 with both the Direct Ask and the Showcase on February 6, 2021; we are scaling back from earlier years; we will have a Soft Direct Ask in December in place of a concert; in February, there will be some sort of benefit in place of Showcase, assuming we won't be able to have it in person. For Expenses, we discussed the scale of what the year will look like, with teachers sharing what they anticipate they will be doing with students and what they need in the budget to accomplish their goals. Last Spring, with remote learning, expenditures dropped.
 - Heidi: have purchased tools, books and materials for Technical Theatre and Costuming classes; would like guest speakers (possibly through Drama Choreography & Coaching); Drama production costs seems right for now; Heidi has prepped kits with Sewing supplies and also tech kits, which are pricier, and is providing to students who need them.
 - Re technology, district will be providing some software and training support, and also editing for performances
 - Shane: Band budget looks fine; unsure what costs are going to be this year; anticipates needing to buy two trombones; group agreed some cushion is good; will leave Band support at \$6,000.
 - Re technology, we likely have enough in budget to outsource some editing.
 - Katie: absent during Budget discussion.
 - Proposed Budget was approved.
- Updated Bylaws: reminder that we are revising language to allow members to stay involved after their student has left Ingraham, and to allow remote meetings; Gayle recommended we change "Drama" to "Theatre" – revision was accepted.
 - Updated Bylaws approved; document will be signed electronically by Rachel and Debbie.
- Fundraising Letter: Rachel will print, fold and deliver to Jason to stuff the letters in envelopes, stamp and deliver to post office; Deanna will email the letter to families.
- Discussed ideas for February Showcase: good way to bring in money and provide outlet for kids to perform; concern with not being able to devote enough energy for the work involved and creating a vision. Brainstorm ideas: a long evening of performances - Telethon style? - with virtual program, which means less barrier for people to "attend," watch and donate; virtual environment could mean a lot more involvement; possibly hire freelancers to host the evening and shoulder the technical work; could provide a venue for students to play together socially-distant; unlikely we will be able to use Ingraham's stages; discussed possibility of renting a recording studio space for students to have a place record, (ie Jack Straw, Shoreline Community College (Evan Norberg); Shane will research potential studio space or a small stage; Paul will also research venues.
 - Suggestion to create document in Google Drive to track potential locations to avoid duplicating efforts; everyone must have a gmail account in order to access; send your gmail address to Rachel.
- Back to School Night: Unclear if we are having one this year; unsure if FOI is holding meetings; discussed the importance of building community and recruiting for IPAB; important to invite others to attend virtual meetings; we need to provide link to meeting well in advance; additional outreach to Freshman families to let them know they are a part of the performing arts community; Deanna to send electronic communications specifically to Freshmen families (will ask Katie for 9th grade email list).
 - Next meeting, devote first portion (15 minutes?) to fun/icebreaker for meeting attendees.

Upcoming IPAB Meetings: October 7, November 4, December 2, January 6, February 3, March 3, April 7, May 5

Upcoming Events: possible Showcase on February 6

"The purpose of this organization is to support the performing arts at Ingraham High School by providing volunteer efforts and financial support to the programs, staff, instructors, and students."

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