

# *Friends of Berlin Performing Arts*

## *Meeting Minutes*

September 4, 2019

### **Call to Order**

Melissa Hagerman, FBPA President, called to order the regular meeting of the FBPA boosters at 7:05 p.m. on September 4, 2019 at the Olentangy Berlin High School Orchestra Room.

### **Attendees**

The following Board Members and Directors were present: Melissa Hagerman, Denise Cambier, Patricia Walker, Rosemarie Welch, Mr. Sribanditmongkol, Mr. Reeves, and Ms. Henning.

This meeting was well attended and Mr. Spinner was present for the meeting.

### **President's Report**

FBPA meetings will be the 2<sup>nd</sup> Wednesday of every month at 7:00 p.m. in the Orchestra Room unless a conflict arises. If more room is needed, the meetings may move to the Band Room.

FBPA took over Berkshire Middle School's performing arts as of July 1, 2019. Directors from Berkshire will try to come to the FBPA meetings. FBPA board members plan to meet with Berkshire directors regarding their budgets and needs.

Our biggest fundraiser is the concession stand. Every family is required to volunteer two times a year. The Board is working on a buyout option for families who absolutely are unable to volunteer two times during the year.

Additional fundraisers include the stuffed bear for \$20 each. Also the Apparel Sale was extended to the end of September. A Letterman Jacket event is scheduled for September 7 where a letterman jacket can be designed.

October 19, 2019 is Pride Day. This a mandatory event for all performing arts students. Students go door to door in groups to homes in the district to collect money for the performing arts programs. We need people to help organize Pride Day. Please contact Melissa Hagerman at [olentangyfbpa@gmail.com](mailto:olentangyfbpa@gmail.com) if you are willing to help with Pride Day. We also need parents to volunteer to drive students around to the houses.

Brad Bower continues to take pictures of our performing arts groups.

Our website is [fbpa.art](http://fbpa.art). It is run by Jennifer Brinckerhoff.

Our Concessions Group, led by Hayley Edgeson has several new positions filled:

Jennifer Thacker: Concessions Secretary. She sends concessions related emails and creates the sign up geniuses. Jennifer is also helping with fundraising.

Carrie Hurst: Concessions Treasurer: She will obtain change for the football games and make deposits.

Laura Zimmerman: Helps to run concessions with Hayley and helps with the Pepsi inventory.

Sonya Dunik: In charge of ordering for Pepsi.

Mike Hagerman: Transportation Lead and truck driver.

### **Elections:**

We are in need of an Assistant Treasurer. We would like someone with at least a basic financial background. This person will work with Patricia Walker this year and should plan to take over as Treasurer next year. If you

know of someone, please provide contact information to Melissa Hagerman who will be happy to reach out and contact the person to discuss the position.

Denise Cambier has decided to remain on the FBPA Board.

We have one person, Jennifer Spelman, running for the Secretary position. An oral vote was taken and Jennifer was elected as the new Secretary for the FBPA Board.

### **Treasurer's Report**

Cash on hand: just under \$37,000.

End of August 2019 balance: just under \$30,000.

Recent purchases included instruments and items for the concession stand.

Our 990 return is being prepared by HHH CPA Group in Worthington.

We are in the process of implementing controls and documentation. The reconciliation process for concessions has changed. Each cashier is responsible for his/her drawer from the beginning until the end of the evening.

We have a budget in place this year. The budget was developed with the input of the directors and is also based on last year.

Projected net income for this year is \$42,000.

Patricia is also in the process of moving from Excel to Quickbooks. As a result, some of the reports may look a bit different than previously.

#### **Transportation:**

We saved over \$1000 so far this year over rental costs. The costs of the wrap on the truck was covered by sponsors. Mike Hagerman installed shelves in the truck that meet the transportation department requirements. The cost of the shelves was covered by donations.

### **Director Reports:**

#### **1. Mr. Sribanditmongkol (Choir)**

Mr. S received stage platforms for free from Orange Middle School. This cost would usually be between \$10,000 and \$20,000.

A small suggested donation at the door for performances has been discussed. This money would go to the director activity accounts.

A patron program is also being discussed which may include a family pass program. Money from this program would go into the general fund.

The choir program has grown from 69 students to 104 students this year.

Next Saturday a Choir Family Potluck will be held from 12:00 p.m. – 3:30 p.m.

On Sunday, September 29, 2019, the choir will sing the national anthem for the Columbus Buddy Walk. This is a HUGE exposure opportunity!

Oct. 1, 2019 is the Fall Concert with the 5<sup>th</sup> grade at Johnnycake Elementary School. They are working their playground equipment and admission money will be donated to that cause.

Oct. 6, 2019, Theater/Choir Spirit Sprint. This is a 100% fundraiser. There is a \$25 registration fee and you will receive a T-shirt and a bag.

## 2. Ms. Tupes (Orchestra)

October 14, 2019 is the Fall Concert. A guest artist will be working with the chamber orchestra.

Fall Social: Lehner's Pumpkin Farm on October 24, 2019. The cost is \$6.

The orchestras have grown from 60 to 80 members this year!

## 3. Mr. Reeves (Band)

Ohio University Band Day was last weekend. The band played during the pregame and the halftime.

The band will be in the Delaware Horse Parade this Sunday. They will wear their summer uniform.

Next Friday is an away game at Toledo St. Johns.

September 27, 2019 is the Middle School Band Night.

September 28, 2019 is the Band Festival at Graham High School in St. Paris.

Marching Band has grown from 42 members to 66 members. Jazz band has grown from 16 members to 20 members!

Mr. Reeves will primarily communicate with families through Schoology and the website. A problem is occurring with his email. The large quantity of outgoing addresses causes his account to be shut down.

## 4. Ms. Gibbons (in absentia):

November 2-3, 2019: Fall Play – A murder mystery. It will be interactive with the audience. Note, there is not Friday night show for this play.

The winter musical will be Cinderella. It is scheduled for the second to last weekend in February 2020.

The Spring show will be a One Act Play Festival. The students will be given opportunities to direct and act.

The meeting was adjourned.

Minutes taken by Rosemarie Welch, Secretary (now previous) of FBPA