

## **FAB Meeting Minutes – 2/4/09**

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Executive Members Present: Cornelia Gifford, Deon Mackley, Lasica Crane, Robin Bishop

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### **7:00 Welcome & Call to order.**

Thank you for attending, there are conflicting meetings tonight so we do have a few absences, but we are very happy to have those of you who could make it here for this meeting.

### **Previous Minutes:**

Motion to approve January minutes by James Andrews, seconded by Colette Wilson

### **President's Report:**

The main discussion of the last executive meeting was our preparation for upcoming events. We determined that we should purchase some supplies/novelties for \$100 and spend \$300 for a popcorn machine. We already have the popcorn and it costs about 1/3 of the price to rent the machine. There was one in storage at KMS and it may be worth looking into whether it was surplus, because maybe we could get a good price, but since there is no way of knowing whether that one works. It may be a better investment to purchase a new one. Popcorn sells very well and it is cheap to make, and there are multiple opportunities to use it during the summer & fall. We feel that it is a good investment.

The 501c3 is in the process, the application has been submitted. We have not heard any new word about the application. We hope it will be approved soon.

### **7:10 Treasurer's Report**

We have statements of Profit & Loss and Balance Sheet Reports, which will be attached to the minutes that are emailed out. The current balance in the checking account is \$293.82, the current amount in savings is \$318.49, and the current balance in the reserve account is \$1512.79. Please let us know if you have any questions or comments about our financial reports. You may contact Robin Bishop, Treasurer, or Lasica Crane, Secretary.

We have determined the amounts that we would like to keep in the accounts on an ongoing basis. These are the amounts that will ensure that funds are available for annual expenses. They are based on our initial start up costs for August/September and our annual fees. They are: \$200 in checking, \$200 in the cash box, and \$500 in the reserve.

Robin ordered novelties on 2-3-09. Her total is \$75.00 plus shipping, which is usually about \$6

Robin is trying to locate cell phone charms and key chains and will spend about \$20 for them.

A scholarship application process is being worked on to award scholarships for one girl & one boy. This may or may not be awarded this year, but we would like to put an application process in place. They would be funded out of the reserve account, and would be a minimum of \$100 each. We would like to have the applications available online and in the counseling offices. We would like a minimum of 3 volunteers to form a scholarship committee to recommend applicants to the executive committee. We would prefer that the volunteers are not parents of graduating seniors who may apply for this scholarship. The scholarships will be available to all graduating seniors, whether the parents are involved with FAB or not. We are hoping to award them this year, with an application deadline of May 1, 2009. Please contact Lasica or any other executive member if you are interested in serving on the scholarship committee.

### **7:20 VP-Committees—Pat was not able to attend**

Volunteers for upcoming events—sign ups are out:

- February 27, 28, 29 Drama Performance of "Speak" (Need concession help)
- March 17-Band & Choir Concert (Need concession help)
- KHS Sports Awards March 5 & Meet the Bucs March 10th

There are fleece blankets and we would like to sell them at the KHS Sports Awards & Meet the Buc's events in March. We need volunteers to do this, perhaps if you are already attending the event you might like to help support FAB.

### **7:15 Ongoing Business**

#### **-A Celebration of Art fundraiser**

Need volunteers for setup at school, at the KAG, and donations of food or wine would be welcome. If you know of any places where posters can be put up, or postcards can be handed out please take some, or contact one of the executive members to obtain some. We will have an announcement at the event that there is free parking in the upper lot of the Kingston Port.

There will be a representative from the school district who will speak, also Robin Shoemaker may speak as representative of the Capital Facilities, which funded the artwork.

Jamie Chapman is investigating whether CB's nuts would like to donate. We are trying to keep donations limited to wine, cheese, crackers, fruit... Deon has gotten some donations of chocolate from Bohems and is working on other donations. If anyone would like to pursue other donations, let us know!

### **7:25 VP-Membership**

We may send out notices to the new second semester students in the ½ year arts programs.

Should we offer a pro-rated for a ½ year? Maybe not, but perhaps if people join during the last quarter of the year membership could be offered for the rest of the year.

### **7:30 FAB Project Priority List**

At the last general meeting we asked each department head what items they needed; items specifically mentioned were:

Music:

- Follow Spot (would also be useful for Drama Dept.)
- 18-20 Stand Lights
- Music
- Instrument Repair Fund
- Shelves for Music Storage

Drama:

- Pipe & Drape
- Remote Light Panel and Light Trees

Art:

- Portable Sink

The FAB Executive has incorporated these suggestions with our own list of items that we know are needed and come up with a new Priority List and approximate amounts.

1. 18-20 Music Stand Lights \$600
2. Disbursement to band (needs music for final concert, percussion instructor, summer camp needs.) Maximum of \$1500
3. Remote Light Panel for Drama \$1000
4. Follow Spot \$1000-\$1700
5. Disbursement to Choir \$200

6. Disbursement to Band \$1000
7. Portable Sink for Art \$1400
8. Additional Pipe & Drape (if needed) or Wireless & Drop Microphones
9. Disbursement for Choir Robes

The first item is the Music Stand Lights which are needed this year for the Musical, and they are an amount that is affordable. It will be about \$600 for 20 lights about \$30 would sponsor a light. Colette will sponsor a light for the Kingston Art Gallery event. We will try to solicit donations expressly for music stand lights, maybe through sponsorships. The second item is also Band disbursement. There is little money left for the rest of the year in the band budget, there will be music needs, percussion instructor, summer camp, and for summer percussion camp there are 2 drum majors at \$500 each. Drama really wants the light panel it is about \$1000 but it costs about \$400 to rent it each time. We may be able to rent it to other groups that need it and make our money back from the purchase. The Follow Spot is a portable item that is useful for band and drama, it is about \$1000 - \$1700. Sometimes the school will actually be able to get better prices through KCDA, so maybe it will be on the lower side. Choir: We are trying to support the arts and the students but we have no support from the choir parents, and we would like to see more support. We will try to fund some things for them anyway to support the choir program at KHS. We will be trying to raise funds over the summer to begin fundraising for the fall. We will be soliciting membership as well as a fundraising effort. We will revisit the Priority List in the Fall. Warrick moved that the priority list be approved in this order, seconded by Bill Whitely.

**7:50 New Business - call for new business items**

Bill Whitely introduced a possible fundraising opportunity with the Rotary Club at waterfront in Kingston. The Buzz Whitely Big Band has been asked to perform the final weekend in August, the Rotary wants community boosters to like Kiwanis, Chamber, and Boosters. They are planning to hold an auction, and there will be a beer garden. The money raised would be distributed to schools & parks. We would provide volunteers for the event and volunteers to drum up support in advance. Would there be a FAB specific booth? Probably. It would be a good venue for our name to get out there and raise awareness of our organization. Sondra Peters is working on coordinating this event.

Fundraising opportunities exist with the Athletic Boosters at various home games—but they only make about \$35 and they may complain about us selling popcorn--maybe we could offer them 10% of our popcorn sales. The football games were pretty successful when we worked in tandem with the Athletic Boosters. We need to work on fundraising ideas. Maybe we can find a way to take pledges over the internet, like setting up a Paypal account or something to accept donations online. We will be looking into this. Another fundraising idea is to start having a small presence at the KAG monthly events in some small capacity.

**Announcements:**

Fourth of July

Festival of the Arts—poster is out, please sign up to help with this event.

**Adjourned at 8:30**