

## October 10, 2016 Ada Music Booster's Meeting

Shane Wright called the meeting to order at 6:40. A quorum was met to start the meeting.

In attendance: Amy Morgan, Cliff Maier, Sherry Maier, Dave Smittle, Kim Smittle, Scott Allison, Arlene Allison, Shane Wright, Kelly Wright, Shelly Hopson, Ben Thaxton, Crystal Huffer, Scott Henning and Cindy Boehm.

The next Music Booster's meeting is Tuesday November 8, 2016 at 6:30.

September minutes were handed out. Dave motion to approve the minutes and Arlene seconded. The motion passed.

### Director's Report

- Varsity Singers will perform Oct. 29 at Findlay Fall Festival.
- Thanked the chaperones for the help the past weekend. If chaperones want a room at BOA need to notify Jonathon soon.

### Treasure Report:

- \$7581.20 checking
- SCRIP \$1,041.50
- Quest Student account \$2873.20
- Trailer \$2,858.00
- Uniform \$2157.00
- VS Alumni \$691.60
- Credit Card \$7124.00.
- Billed out trip charges for BOA.
- Notifying people who are not keeping up with payment plan. Two people are at level three of notification of pass due category.
- Everything is categorized but two items.

- Legacy has not done the software upgrade. If the upgrade doesn't happen soon we will look at an alternate way of showing how much of the budget has been used for each group. December meeting we will decide if we will stay with Legacy or look into alternate way.

#### Policy Review Committee

- Reviewed the minutes. Contacted the school's insurance policy. We don't need additional policy to cover activities. Exploring insurance that would cover officers and trailer.

#### Trailer Committee

- Met last Thursday. Two different trailers 24 and 26 foot are being looked at. Don is getting prices on those. Discussing on how to raise the money for the trailer. Looking at sending a mailer and handout for local businesses. The door broke last week on the trailer and Don and Shane fixed it.

#### Old Business:

- RFP for audit Dave started on the annual report and will be in contact with Clark, Shaeffer and Hackett to let them know they were selected. Dave will give them the past 4 years of our tax filing to give them a good picture. At that time will ask the CPA to give a quote for conducting an audit for the 2015-2016.
- Allowing Credit cards use for purchases for Music Feast. Square is the leader for credit card. Dave has received the Square but we need to test it.
- Credit Card Policy Directors have a paper to fill out when they use the credit card. The directors then will scan the paper and send it to the treasurer. There will be an electronic and paper copy.

### New Business:

- Looking at possibly trading the old trailer in when purchasing a new one. Estimated worth is \$800.00. Estimated cost for a new trailer is \$8500.00 including the wrap and what is needed to use it.
- Would like to identify a coordinator for the ongoing fundraisers so we can do a better job promoting it.

### Adjournment

Arlene motion to adjourn and Kim S. seconded. The meeting was adjourned at 7:40.