



Ingraham Performing Arts Booster Meeting

April 1, 2020 7:15 – 8:45 p.m.

Minutes

- Introductions and Minutes Approval: Minutes approved.
- Treasurer Report (Davida, All)
 - Budget Activity YTD: Davida just received the latest accounting reports so unable to provide a final report; visited school right before it closed but the \$1,000 check we're expecting was not there. We are net positive and have enough to cover the basic things we're working on. Resend invoices to Davida so she can process with AFE.
 - Shane reported that the California trip is postponed till next year; we'll receive 90% credit, but don't expect a check; students who were Scholarship recipients are all underclassmen.
 - Big Fish: Heidi reported we are continuing to instruct students, so we need the people hired to support the musical: professional accompaniment, choreographer, and music direction. Katie plans to continue working with the Choir accompanist so she needs to be paid. Jason added that our revenue is tracking well to budget, and the drama production doesn't generate revenue per se, so we should continue to spend money for the drama production. Expenditures are lower this year, so we may come out in a better position this Spring.
- Fundraising Report (Mark, All)
 - Grateful the Student Showcase fundraiser happened before the school shut down; Mark returned the card readers, but the vendor ironically said they didn't get them, though this shouldn't be a problem.
 - We had an ambitious goal for the fundraiser; we took in about \$17,000 (including the \$1,000 check not yet received); estimating about \$3,000 in expenses, we likely net \$14,000. Davida has enough information now to reconcile the income and expenses.
- Teachers' Report (Heidi, Katie, Shane)
 - Katie: Katie is back at work from her maternity leave. The Concert was cancelled; she is working on ways to connect with students virtually to make music together. Davida offered technical support/resources to help set up ways to connect with audiences.
 - Heidi: All teachers are having a department meeting on Friday to align what they want students to be doing; Orchestra students may record tracks, layer them together to make a performance, and ultimately create a video. Theatre classes are meeting as small groups for rehearsals; Katie has done some virtual meetings to work on vocals; Heidi is creating a theoretical design project for technical theatre students to work on. Rachel recommended students check out the seattlejazz.org site which is free for kids who can't pay. Davida will email her suggestions for technical support to teachers via email.
 - Shane: Currently working on how to do remote teaching; putting assignments up on the Smart Music, free until June 30. Students can go on there, pull their parts up and play along.
- FOI Liaison Report (Judy)
 - Judy attended meeting on March 16 ; main focus was on the Coronavirus situation, how to support kids needing extra help or support, and Auction scheduled for March 28. IPAB members who planned to share a table at the Auction agreed to donate their ticket fees to the Auction.
 - If teachers hear from students that aren't getting their needs met, let the IPAB boosters know in case we can help. Davida has 13 laptops that could be given to students at Ingraham.
- Liaison Reports (All)
 - Band (Susan): absent; no report.
 - Choir (Tina): offered support to Katie if she needs help connecting with students.
 - Theater (Gayle): nothing to report; offered support to Heidi if needed.
 - Orchestra (Heather): absent; no report.
- Volunteer Needs (Rachel)
 - Spring concerts are no longer happening. Next set of concerts may be in June. Rachel suggested reposting SPS info on how families can volunteer passing out food etc. Rachel will forward the SPS email to everyone to see.
- Recruitment (All)
 - Open positions (President, Vice President, Fundraising Chair, Choir Liaison, Communications, Volunteer Coordinator, others?). Mark's coworker at Evergreen may be interested in a Board position. Katie will reach out to Choir families to recruit for Choir Liaison. Jason doesn't think Paul Vahey is interested being on the Board, and is happy as Bahn Mi person. Judy didn't get much response from John Agular re families moving up from Middle Schools. Deanna will post to Facebook page and send email to get info to Middle School parents.
 - President - Judy Nelson will move into President role, but doesn't want to chair Student Showcase. Marks feels the Student Showcase responsibilities could be handled by the Fundraising Chairperson.
 - Vice President / FOI Liaison position remains open.
 - Communications - Rachel Stamm will move to this position.

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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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- Volunteer Coordinator – Gayle Clemans will move into this position.
- Band Liaison - Jason will check with Susan Merel to confirm she is returning.
- Orchestra Liaison - Heidi will recruit and see if we can combine with Fundraising Chair.
- Communications (Deanna)
 - Misc. Catch All: Deanna will send a communication out, but first will discuss offline with Jason on what direction; Jason suggested: closing the loop on the Showcase, snapshot of what's going on right now, and what's coming up (performance, vacant positions). Jason will send Deanna position descriptions.

Upcoming IPAB Meetings: 5/6 at 7 p.m. in the Band Room (or virtual).

Upcoming Events: Band Concerts: 6/10. Choir Concerts: 6/11. Orchestra Concerts: 6/9. Theatrical Productions: Big Fish—5/28, 29, 30, 31 & 6/5, 6, 7, 8.

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