



Ingraham Performing Arts Booster Meeting

June 3, 2020 7:00 – 8:30 p.m.

Minutes

- Introductions and Minutes: the portion of last month's Minutes where Deanna said she'd be co-President with Rachel was in error; Minutes were approved with this statement omitted; revised Minutes to be distributed.
- Treasurer Report (Davida)
 - Budget Activity YTD: Davida hasn't heard from Jim Mollov at Alliance (AFE) in a couple of weeks and we've received no statements since February. Davida is processing reimbursements, but not sure if individuals are receiving payments.
 - Jason has been trying to contact Jim with no response and will reach out to the Executive Director at AFE; we need to close out our books. AFE may be struggling with the auction software we used. Jason encouraged Davida to contact any higher ups at Alliance.
- Fundraising (Mark): next year's Ask letter is ready to go; discussed timing - Jason is hesitant to make that decision right now since we don't know what to expect next year. Rachel is working on setting up Google docs for one location to store all IPAB documents; Mark will share his Google drive with Rachel now.
- Teachers' Report (Heidi, Katie, Shane)
 - Katie: working on final compilation of tracks by Vocal Jazz students. Every year they perform "In My Life" at graduation; this year preparing an audio presentation to share. Concert Choir and Chamber Singers also creating music that Katie is editing/compiling into tracks and will share with families. Vocal Jazz working on a video version of Solo Night; Zach Richards was able to help with streaming on Zoom and YouTube; to be aired June 15 on YouTube, with a Dress rehearsal on June 12.
 - Heidi: completed the Big Fish musical as a radio play and is ready for Facebook and YouTube streaming this weekend; asking students to watch the performances at the same time and write comments. IPAB can provide support by tuning in and getting the word out/promoting; IPAB and FOI sent out links to the events. For Orchestra, working on final performance piece.
 - Shane (audio wasn't working during meeting): question was posed to Shane if Band camp is going to happen; Shane responded affirmatively. Deanna added that it will be up to Susan to organize the picnic and Deanna will let her know what to do.
- FOI Liaison Report (Jason) : Nothing to report as Jason was unable to attend the meeting, nor could any IPAB members; last FOI meeting is 6/15/2020.
- By Laws Review (All): Discussed the members portion of the IPAB bylaws that restrict to 'parents or guardians of registered students participating in Performing Arts activities'; this hasn't been strictly followed (for example, Dophie was Treasurer and did not have a student in a Performing Arts program). Discussion ensued; was decided to amend the bylaws, which is a two-part process: 1) Executive board meeting to propose the amendment, and 2) bring it to a general meeting for approval.
- Recruitment (All)
 - Open positions as of the beginning of the meeting: Vice President, Fundraising Chair, Student Showcase Chair, Communications, Choir Liaison, Orchestra Liaison.
 - Jason offered to be the Fundraising Chair; also suggested the FOI meetings for Vice President/FOI Rep could be shared by all members on the Board.
 - Mark is willing to help out with the Student Showcase. Paul offered to help as well, and to train people for future years.
 - Mark's friend, Vanessa, as Choir Liaison– did outreach happen by Katie? Not sure, so Mark to email her.
 - Heidi will reach out to Dan Suiter, since we don't know if Gayle did.
 - Lack of live concerts at Ingraham, and feeder schools, has impacted our ability to recruit; Deanna would like the list of incoming students so she can send communications directly to them.
 - Rachel left the dates on the calendar on IPAB.net so new families can see what's normally going on; need to send Big Fish musical information to incoming families.
 - Liaison duties: discussion about the lockbox not yet mounted at school; liaisons will be responsible to put the cash after performing arts events in the lockbox so Treasurer doesn't need to attend each event.
- Board Transition (All)
 - Elections: Nominated and elected: Rachel Stamm (President), Gayle Clemans (Volunteer Coordinator), Jason Phillips (Fundraising Chair), Mark Richards and Paul Vahey (Student Showcase).
 - 2020/21 Support: Jason will get together with Mark who has a lot of miscellaneous IPAB items in his garage to transfer to Jason.
 - Upcoming Meetings: we will hold a meeting to address bylaws, perhaps before the end of June. Rachel will organize/chat with Jason. For the Executive meeting, Rachel, Jason, Davida and Debbie are a quorum.
- Communications (Deanna)

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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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- Misc. Catch All: Deanna thanked Jason on behalf of the Board for his two years of service as President; a gift certificate is on the way via mail. Mark will also receive a thank you gift certificate for his efforts. Jason thanked Mark and Tina for their service on the IPAB board.
- Rachel would like us to get more diversity in the program. Focusing on Concert Choir students may be the easiest, since entry here usually requires the lowest financial outlay. Would like to see us reach out and create relationships with diverse populations.

Upcoming IPAB Meetings: TBD.

Upcoming Events: Big Fish Radio: June 5, 6, 7

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