



Ingraham Performing Arts Booster Meeting

March 3, 2021 7:00 – 8:30 p.m.

Minutes

- Come to Order; Minutes from February meeting approved and adopted.
- Showcase financial update: as of 2/8/2021 the Showcase raised \$9,669.90, though we anticipate more money coming in; our goal was \$10,000; AFE has not provided any accounting info since 2/8; discussion about the long delay in receiving financials; Rachel will continue to request AFE provide.
- Review of the Student Showcase:
 - Expenses: Invoice from Alex, guy in charge of streaming, was \$1,793, much higher than Rachel anticipated; Rachel is disputing \$650 of the invoice and thinks Alex will make the adjustment as a donation to Ingraham. Scott Branston, our video guy, charged \$2,250 and was well worth it; discussion about ways to publicly acknowledge Scott; he doesn't have a website; suggested we send thank you notes.
 - **Action Item:** each Board member to write and send a thank you note to Scott Branston, 18819 10th Ave NE, Shoreline, WA 98155.
 - General review: positive responses to the Student Showcase; many liked that we focused on process over product, and highlighting the students in a different way; the student voice was really powerful; the three student hosts each received a box of Theo's chocolate as a thank you; liked that parents got to see what they don't normally see; felt like a more even distribution of the students giving the audience a bigger picture of the entire program; felt like we met our goal to have more students represented; holding it as a free event this year was great. About 100 people watched "live" Saturday night, and about 100 watched Sunday night. Suggestions for future Showcase:
 - Next year, whether online or in person, we should again focus on the students and process; if in person, have the students up front more, rather than at the back where they usually are.
 - Scott was great to work with and we should consider using him in the future; it's great to have this finished video product.
 - Next time we have a live program, we could include videos of 'behind the scenes' to celebrate the students who don't always get celebrated.
 - Possible in person Showcase auction items: sell backstage experiences; "come to our final dress rehearsal", "be one of the only invited parents present"; auction a walk-on roll for a theatre production; auction a seating package.
 - Consider making a video next year and releasing post event; this allows the students and families that can't attend, or are backstage, to see it, providing accessibility for families who can't afford a live event, or are put off or intimidated.
 - For a live show, find a way for kids to watch the performances (a roped off area – away from the alcohol).
 - **Action Item:** continue to share the whole video or individual chapters.
 - Thank You Committee: Heidi sent thank you cards to 2 biggest donors; Paul to follow up with donors specified during this meeting.
- Board Recruitment:
 - Potential board recruitment – follow up with donors and those who commented on Showcase; we reviewed the list of donors and identified those to contact; Rachel will check Google docs to see if we have a document that summarizes what we do, and the level of commitment, to share others.
 - Informal poll of Board to see who is returning: Stephanie as Communications, Debbie as Secretary, Dan as a role TBD, Deanna may come back as Vice President, Ann will be back, Paul will return, and possibly Vanessa (absent at time of poll).
 - We need a Treasurer before the end of the year if possible as Davida has asked that she be replaced; Rachel asked her to hang in there if possible.
 - **Action Item:** contact the donors identified during the meeting to invite them to be more involved or join the Board.
- Grant Research: Rachel posted Verity grant details in IPAB's Google drive account; Verity has two grant cycles, spring and fall.
 - Action item: board members need to research/propose other grant possibilities, especially micro grants.
- Grant Writing: Shane will write up a grant proposal for Verity; Rachel's preliminary write-up is in the folder as a model as is communication with Verity; Rachel will email Shane to make sure he knows about this info.
- FOI Update: (Rachel)
 - [Next FOI General Meeting: Monday, March 15, 2021](#) – Debbie will attend the next FOI General meeting, 3/15/2021 (Email Donna Hale Wolcott for meeting link donnahalewolcott@hotmail.com)
 - Discussion re Stefanie contacting Donna with any weekly additions to FOI newsletter; it was decided with the FOI focus currently on the FOI auction, we won't add anything to their newsletter at this time.

Upcoming Meetings: April 7, May 5

"The purpose of this organization is to support the performing arts at Ingraham High School by providing volunteer efforts and financial support to the programs, staff, instructors, and students."

Meeting Norms: start on time; adhere to agenda; adhere to speaking order; come prepared; assume positive intent; stay true to organization's purpose.