

RLAS Fine Arts Booster Meeting Minutes: **August 14th 2017 Meeting**

Call to Order: Amy Daniels, President

In Attendance: See attendance sheet

Call to Order at 7:00 pm

Meeting Minutes – July meeting minutes reviewed, approval motioned by Mr West second Mr. Lew

Treasurers Report – None available. July and August will be next month. Alisa to create a form for students to fill out to transfer their charms balance to their sibling. This form would be part of the end of year process.

BOARD REPORT:

Meeting Schedule: 2017 / 2018 schedule for FAB meeting was available to attendees –

September 7, 2017, October 5, 2017, November 2, 2017, December 7, 2017

January 4, 2018, February 1, 2018, March 8, 2018, April 5, 2018

May 3, 2018, June 7, 2018

Charms account – 2016 / 2017 – “Year End” was complete in Charms. Three of the 2016/2017 fundraisers were deleted from Charms. Mr. West was sent a list of all the student accounts before the “Year End” by Charms. Mr. West to send the list to Colleen Mason to reenter the lost fundraiser information before the September meeting. New Student information to be entered by the directors in time for the September meeting. Amy to create/modify welcome letter to send to the parents by the September meeting. After the meeting, monthly statements will be sent out.

Treasurer Help – Evelyn Angeles to assist Alisa with ordering supplies and requests. Alisa and Evelyn to meet to determine responsibilities. New email was created to process orders and set to all the directors. The request will be emailed with dated needed, an acknowledgment will be sent by the order placer with an ETA. The directors are to follow up the email with the packing list and invoice. .

Directors:

Madrigal Supplies – Johnsburg School was interested in some of the items. They can finalize until the after the state passes budget.

NLCC Theatre Festival - August 26th. Theatre students will attend a workshop at Wauconda High School. Volunteers found.

Wish List - RLMS is requesting 2 stand racks. Mrs. Pulver- Settler to provide cost. Magee may need sashes for Robes. Amy to reach out to Dr. Steffen. Other item to be decided after state budget is passed.

Fundraising:

Fundraiser report – Separate report detailing all the different fundraisers was handed out.

Fox Lake VFW – Proposal to group with the Fox Lake VFW to raise money outside stores. Group to think about it.

Other Business:

Mail Box – Amy to check with the High School Secretary to see if FAB can get a mailbox, so the mail goes to one central location.

Pull Up Sign : Request by the board for a pull-up sign for all the events for \$225.00. Motion Mr West. Second Evelyn Angeles.

Next Meeting Considerations:

Wish List Goals 2017/2018 year – Identifying top priority items

Next Meeting is scheduled for September 7th at 7pm in the High School Library.

Adjourned at 8:20 pm