



Round Lake Area Schools Fine Arts Boosters

800 High School Dr.
 Round Lake, IL 60073
 roundlakemusic.com
 rlasfab.com

Amy Daniels, President
 Colleen Mason, Vice-President
 Evelyn Angeles, Secretary
 David Stefanski, Treasurer

Date: October 9, 2018
Time: 7:00 PM-8:30 PM
Location: RLHS Library

Time	Agenda Item	Presenter	Action Item	Follow-up
7:00 PM – 7:05 PM	1. Call to Order a. Welcome	Amy Daniels		
7:05 PM – 7:10 PM	2. Review and Approval of Past Minutes	Amy Daniels Evelyn Angeles	X	
7:10 PM – 7:30 PM	3. Review and Approve Finance Report – September Please include sub-category budget amounts to carry into new school year. Submit expense reimbursements and check request to: rlasfab116expense@gmail.com	David Stefanski	X	
7:30 PM– 7:45 PM	4 Director Reports – Please share any updates and any upcoming requests for assistance Fall concerts: RLHS Choir - 10/4/18 RLHS Band – 10/16/18 Chili Supper – 10/15 5-8pm Marching Panthers Concert– 10/24 7pm Marching Panthers – End of Season Party –10/29 6pm Pizza & Ice Cream @ RLHS Round Lake Middle School Band Family Night 10/26 5pm – 7:30pm Winter Spectacular 12/7 7pm & 12/8 3pm New Orleans Trip – March 19-23 2019	All Directors		
7:45 PM- 8:00 PM	<u>5.Charms Update</u> Need to discuss a process for updating students in Charms a. Do we need to manually remove RLMS choir students? b. Suggestions on managing high balances? c. Have statements been delivered to all students? Need process to transfer money from PayPal to Bank Account Currently the following programs are set up in Charms and are selling chocolate: RLHS Band, Choir, and Guard. RLMS Band, Magee Band and Choir. All student request forms need to be submitted electronically. Timeframes for New Orleans trip and Charms deadlines have been	Colleen Mason		



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	<p>communicated.</p> <p>Please direct all inquiries regarding account balances to: rlas116fab@gmail.com</p>			
7:50 PM – 7:55 PM	6. Fundraising Updates: See Fundraising Report attached	Amy Daniels		
7:55 PM-8:00 PM	7. Lesson Scholarships - Open to 5-11 grade students, were due 10/1/18. Will be awarded by November 1 st . Had 19 students apply this year.	Amy Daniels		
8:00 PM-8:20 PM	<p>8. <u>New Items for Discussion</u></p> <p>a. Day of Giving – think about requests for each school</p> <p>b. Request from Mr. Olson for \$50 for a piece of music for the Fall Choir Concert – did this arrive in time?</p> <p>c. Plan for Clinician Fees for All District Festivals</p> <p>d. Stipend for drumline instructor will now be covered by District; previously it was paid by boosters.</p> <p>e. Trailer - Any thoughts on most useful size for all of our events?</p> <p>9. <u>Any Updates for website?</u></p> <p>Website is set to bill annually to booster credit card.</p> <p>10. <u>Old Business</u></p> <p>Have any items from 2017's show sold? What items will be sold from the 2018 show will be sold?</p> <p>501 c –EIN from IRS was received on 9/27/18 Submitted State of IL Tax Exemption on 9/28/18 Submitted .1023 EZ Federal form for 501c on 10/3/18, paid \$275 fee.</p>	<p>Michael West</p> <p>Robert Olson</p> <p>Jori Pulver-Settler</p> <p>Amy Daniels</p> <p>Wilfred Lew</p> <p>Michael West Jaime Dormody</p> <p>Amy Daniels</p>	<p>X</p> <p>X</p>	
8:20 PM - 8:30 PM	11. Adjournment	Amy Daniels		



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Fundraising Report – presented by Amy Daniels

Restaurant Nights

- Wendy's Nights 5-8 pm- monthly nights have been set up for 2018. We will need to set up 2019 dates in November. 15% of all sales donated

Dates:

July 12, 2018 - \$282.15
August 9, 2018 – \$303.00
September 13, 2018 – Check has not arrived yet
October 11, 2018 – this Thursday!
November 8, 2018
December 13, 2018

- Jimano's - 4-8pm - monthly fundraiser set up to occur during the 2018/2019 school year for last Tuesday of each month. 10% of all sales donated.

Dates:

August 28, 2018 – \$132.08
September 25, 2018 - \$85.80 – check for 1st and 2nd event to be sent
October 30, 2018
November 27, 2018
January 29, 2019
February 26, 2019
March 26, 2019
April 30, 2019
May 28, 2019

- Chipotle – will schedule a date for 2019
- If you have any suggestions for other restaurant night opportunities, please let me know.

Buffalo Wild Wings Spirit Night – Round1 – December 14, 2018 – event is all day Wing Eating Contest is at 7 pm with 5 contestants. Competition is between 6 conference schools: Grayslake Central – 10/12, Grant 10/26, Grayslake North 11/9, Antioch 11/16, and Lakes 11/30. Sponsored by WXLC 102.3. Top 4 will proceed to Round 2. We will split profit with RL Athletic Boosters – 50%.

Student Fundraisers:

World's Finest Chocolate – July 27th – January 1st – Chocolate sales on-going.
Boosters received 20 boxes to sell at 100% profit

If bill paid by 9/10/18, we will receive a \$450 incentive check. – Hasn't arrived
They will refund tax on 2017 school year shipments, check to arrive this fall. – Hasn't arrived
2nd order placed for chocolate, received on 10/1/18, we need to pay bill within 45 days of receipt for incentive. Do not pay amount owed for taxes per sales representative.



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Marching Panther Merchandise Sales at Events:

9/14/18 - \$281 in poster, surplus merchandise sales
9/28/18 - \$130 in poster, surplus merchandise sales

Posters are available for \$20 each.

ILMEA Concession Sales: Profit was \$239 Donuts and coffee were our biggest sellers. It did work out better to be set up at 7am and go until 3pm. Need 2 people.

Yard Signs: We have received orders for three signs. We need 12 to order, how should we handle these?

Mattress Fundraiser: Scheduled for November 10th at RLHS Cafeteria from 10 am – 5 pm We will need 6 students for 2 hour shifts throughout the event.

A letter about the fundraiser is being mailed to each student (using Charms addresses) within the next week. The mailing will also include an informational letter about the boosters and Charms log in information.

Large signs will be arriving to hang outside each school.

Individual yard signs will be available at the Marching Concert, 10/24 to put out throughout town.

The boosters will receive a donation for each mattress sold and each student who refers an individual who purchases a mattress will receive \$25 for their student account. Referral flyers are being distributed at events at schools.

Round Lake Music Online Merchandise Store:

August

- * Total Orders: 10
- * Total Money Collected: \$360.07
- * Total Profit: \$157.82

September

- * Total Orders: 16
- * Total Money Collected: \$681.40
- * Total Profit: \$247.23

Total Profit: \$405.05

Total Profit after paying the year's subscription service costs: \$45.05

Car Washes: - Will schedule dates for summer of 2019
Discount Tire at 2125 N. IL 83 Round Lake Beach, IL

Lake County Fair Gate Shifts: – Will try and schedule for 2019 Fair Season.

Amazon Smile: Amazon account will be set up once 501c status obtained. Amazon will donate 0.5% of the price of eligible Amazon Smile purchases to the charitable organization selected by the customer.