CAPE ELIZABETH MUSIC BOOSTERS

Meeting Agenda, Thursday, December 3, 2020, 6:00 p.m. via Zoom

Members in Attendance

Emily LeBorgne

Joanne Lee

Beth Austin

Robyn Clay

Megan McConagha

Rob Wheeeler

Caitlin Ramsey

Aaron Scifres

Elizabeth Scifres

Rebecca Bean

Gina Tapp

Melanie Tennyson

Abby Work

Bradley Russell

Vote to Approve October 15, 2020 Meeting Minutes

Robyn made motion to approve October minutes and Megan added second. All members present approved motion.

Vote to Approve 2020-2021 Budget

Beth Austin provided summary of Treasurer’s Report for November 2020

November Summary

• Starting cash balance of $8573

• No expenses in November (checks cleared in the amount of $300)

• Total income = $2086

• Ending cash balance of $10,359

YTD Summary

• YTD positive contribution to margin of $1,363

Fundraising/Budget Summary

• Total donations YTD = $2,004, or 43% of target

• 15 donors as of 11/30, including 8 “new” donors (no contribution in 2019/20)

• Average donation of $133.60 (including 1champion-level donor)

• Fundraising YTD is down 32% from prior year

• Fundraising for November is down 9.1% from prior year (including champion-level donor who

contributed later last year)

• Appx 30 2019/20 donors who still have students at CE and have not yet contributed

Discussion about budget

Bottle shed was a source of $1000 last year. However, bottle shed not active yet and Officer Gavin advised Robyn the information would be posted online and in Courier when open again.

Robyn purchased decorations for Jazz Cabaret last year and will still have them for next event.

Beth will check and see if the credit for the bus we have from last year can carry over another year.

Motion to approve budget as is made by Robyn and seconded by Megan. All Members present approved the motion.

Teacher Updates

Caitlin - The 5th grade Instrument Night was successful and a positive experience for students as well as the participating area teachers providing the 20-minute lessons. The teachers are discussing how to repeat this next year.

Emily - First term involving Middle School General Music course completed and went well. She will be on leave in Spring with return planned for May and substitute arrangements are being finalized.

Rob - Today was the first day High school Symphony band played together with all Members remote and successful with 35-40 students involved. All ensembles except Rep have met and Jazz bands have met.

Joanne - High school chorus in second mini term working on a number of projects including making soundtracks. There have been a number of boys who joined this year and sang on Zoom today for the first time.

Becky - Pond Cove groups had been happy to be in-person prior to recent transition to remote.

Annual Appeal Letter Update

Due to concerns about Covid, Robyn and her family completed the annual appeal letters for 385 families. Discussion about doing a follow-up e-mail after the holidays to families who have donated in the past. Only a couple of PayPal donations to date. There was no disagreement to follow up email after the holidays.

Spirit Wear Sale

Minimum of 15 orders required for order to go through. Now have 11 to possibly 13 orders received so far.

Cape Music Newsletter

Caitlin discussed her idea about the Newsletter as Cape music parents may not be aware of Music Boosters. Robyn has been placing information about Music Boosters meetings in the Parent Association Newsletters. Megan in favor of Cape Music Newsletter perhaps once monthly. Robyn proposed starting with blurbs added to Parent Association Newsletters and progress to Music Boosters Newsletter when we have established we have enough content to make it reasonable. In the future, the Newsletter could provide needed information to parents about concert dates, competition dates, etc.

New Business

Next meeting in January 2021

Jazz Cabaret not likely but will need to do planning for Seniors.