



February 8, 2019 - Officer Meeting Minutes at 4:00 pm

Call to order: No formal call to order. Informal Officer meeting due to weather issues and the next meeting being on a holiday. Those present included: Laura Livermore, Dave Livermore, Jake Matheson, Rebecca Gibson, Kelly Biedny, Holly Wojciechowski, and Michelle Chanak

Music Dept Office Supply Needs Discussion:

Discussion around office supply related needs, including printer/copy machine combo and various others. Holly Wojciechowski moved up to \$500 for purchase of these supplies. Michelle Chanak seconded. Motion passed.

Middle School Music Discussion:

Middle School Music Teacher Jake Matheson was present and sharing of some of the Middle School fundraising goals were discussed, including:

- Candy Bar Sales
- Use of funds
 - Individual Accounts vs. a General Scholarship fund
- Potential for a FLAMB Middle School Treasurer-position for a middle school parent to manage the funds for the Middle School to make it easier to manage.

Website Discussion:

Dave Livermore brought up the fact that the URL for the FLAMB website is impossible to remember. After discussion, it was decided that Kelly Biedny will research potential URLs, send some ideas out to the Officers and from there purchase and set-up the website to use the New URL.

Laura Livermore proposed funds up to \$100 for the URL acquisition, Holly Wojciechowski seconded, Motion passed.

Spring Fundraiser Discussion:

Holly Wojciechowski brought up discussion she had with a vendor on doing a 'Spring Mixed Bag' fundraiser. This involves selling various household goods, kitchen items, etc. FLAMB would receive 30% of profit from sales. It was suggested to do it in an April time frame for Mother's Day. The group agreed on the time frame. Holly will get additional information on dates and send to the team via email and final coordination.

Upcoming Events Discussion:

- **Dueling Pianos -**
 - **Advertising**
 - Facebook
 - Everyone will share on Facebook as much as possible.

- A Facebook 'Boost' was discussed. Kelly Biedny proposed doing the boost for 10 days (Feb 11 to 20, 2019) for \$25. Laura Livermore seconded, motion passed.
 - Newspaper Ads
 - Discussed a 5x4 ad in both the Times (\$130) and Peach (\$94) - would be a combo ad with the John Gorka concert.
 - In Newspaper upcoming events sections
 - Concert Programs
 - Music Teachers Notes to Students
 - District Staff Notes
- **Set-up**
 - We will meet at the Legion at 3:30 on Friday to set-up
 - Will need three cash boxes
 - Will have multiple Squares so we can take cc payments
 - Use marker to indicate if people paid
 - Will have tickets for the raffle (\$1 each or 12 for \$10)
 - Beer tickets will be \$4 for cheaper beers, \$5 for more expensive (NOTE: ended up NOT doing tickets for beer)
 - Raffle Items
 - Will email families to donate \$5 and their names will go into the drawing for the grand cash prize. Laura will do and send out Monday 2/11
 - Businesses and donations need to be in by 2/20
- **John Gorkha Concert -**
 - **Advertising**
 - Facebook
 - Everyone will share on Facebook as much as possible.
 - A Facebook 'Boost' was discussed. Kelly Biedny proposed doing the boost for 10 days (March 4 to 16, 2019) for \$25. Laura Livermore seconded, motion passed.
 - Newspaper Ads
 - Discussed a 5x4 ad in both the Times (\$130) and Peach (\$94) - would be a combo ad with the Dueling Pianos concert.
 - In Newspaper upcoming events sections

Other Discussion:

- February 14th Meeting. Rebecca Gibson and Kelly Biedny will not be there. Other officers will handle and take minutes

Adjourned: Discussion ended around 5:30 pm