



Music Booster Meeting Minutes

June 25, 2024

Meeting Attendees:

Pam R.	Monika Rossi	Ross Forney
Cheryl Morecreaft	Barbara Fields	Andrea Sweeney
Sarah Boone	Geralyn Aellis	Hannah Kaszyski
Jennifer Connolly	Tony DiOrrio	Kimberly Duus
Kelly Busovsky	Tina Few	

1. **Opening- Meeting began at 7:00 pm.**
 - a. **Nomination form and bylaw revisions were shared by Ross.**

2. **Faculty Updates/Announcements:**
 - a. **Ross-**
 - **Presented nomination form and a plan to revise the bylaws. (President, Vice president, Treasurer, Secretary, Faculty Representatives, WebMaster)**
 - **Everyone was in agreement to the nomination form.**
 - **Bylaw revision should be completed in person.**
 - **Craig said that we could update bylaws with the members present on the current call.**
 - **Article VI section 1 & 2: Board members and their election**
 - **Pam R. asked what the differences between the members at large and Board members are. Functionally, they are the same. There is no specific difference**
 - **Craig specified “member at large” as being a representative with responsibility instead of an officer with responsibility. They are all essentially vice presidents with their specific focuses.**
 - **Ross- having specific representatives will aid in the organization of fundraising. Keeping a position of President and Vice President will be beneficial when certain members cannot attend meetings and certain functions.**
 - **Pam- No need to micro analyze the positions, but in order to execute and organize the fundraisers and committees, there is a need to keep the specific positions. Pam also brought up**



how the bylaws do not state much on fundraising. Pam wants to move forward with fundraisers.

- **Geralyn**-Stated the bylaws were created long before Covid-19 and many of the fundraisers that were done prior are no longer available, or (for craft fair) didn't have the manpower to continue. The board did solicit ideas from meeting attendees for fundraising ideas in years after Covid-19, including last year and received none outside of board members.
- **Kelly**-Acknowledged the lack of fundraisers during COVID and the bylaws reflecting that. The bylaws need an update as the Music Boosters has grown from the last time the bylaws were written. Including job descriptions/a playbook would be helpful. The bylaws should be reviewed every summer (fundraisers, officers and their duties).
- **Ross Forney** moves to copy and paste the officer descriptions to the facebook post or email blast for nominees to see.
- **Kelly** brought up that the bylaws stated that the member of the board would be voted in by Caravel Academy Inc.
- **Jennifer** asked for clarification on Article IV, Section I.
- **Ross** suggested that the elected board members should be parents of children that are enrolled in one of caravel academy's music department programs. Should you have a child in the program to be on the board? **Ross** moves that Article VI, Section I be revised to say "Each board member will be a member of the boosters who is a legal guardian of a student in the music booster program."
- **Craig** clarified that you have to be on the board to be a member. It does not specify being a parent. (Article VI, Section I)

b. Webmaster will be appointed by the board. It can possibly become a committee if there are more than one persons appointed.

- **Craig** presented a potential bylaw revision in the appointing of a WebMaster position.

c. Creating a Booster Mail Chain would be helpful and more efficient.

- **Craig** explained that Caravel does not have the capability to use RenWeb. However, we can create a gaggle list (board group).
- **Cheryl** suggested that we ask certain members and parents if they would like to be included in the email chains.

d. Ross stated the results of the nomination google form can be seen by either everyone (gives everyone ability to edit) or the faculty. The



nomination process will take as long as its open during the meeting. Votes will be anonymous, the numbers will be posted.

e. Ross asked if the nominees should speak on why they should be elected for their position.

- Kelly said that if someone is running for office, they write on the form why they think they would be a good fit for that position. All were in agreement to this suggestion (only nominating yourself and providing a blurb of 150 words or less on why you would be a good fit for that position). A ballot will be sent and submitted electronically.

f. July 16th will be the election meeting.

3. Meeting adjourned at 8:10 pm.