



**Colgan High School Center for Fine and Performing Arts
Boosters Member Meeting
Wednesday April 21, 2021
Via Zoom call at 6:30pm**

1. Meeting opened at 6:35 PM by Jen, President
2. Approval of Minutes of Mar 17 meeting
 - a. Jen motioned
 - b. Kate seconded
3. CFPA Coordinator Update – given by Vicki Burns:
 - a. Vicki & Kris are finalizing certificates for Senior Awards Night
 - i. Criteria lowered for this year
 1. C average
 2. 2 master classes this year vs 4
 3. Make-up assignments must be submitted by 4/30
 - b. Dr. Healey covering cost of senior stoles this year-donations will not be needed from Boosters
 - c. Dr. Healey approved NHS “Paint Your Favorite High School Memory” for a mural
 - i. 96 canvases were ordered – minimal mural submissions have been received so far
 - ii. Can submit art or Creative Writing can write a message
4. CFPA SCA – Report given by Emma Hughes, Secretary
 - a. Held first meeting via Zoom on 4/19 – officers in attendance were: Bevin, Lauren, Sara, Alyssa, and Emma
 - b. Discussed choir concerts, senior spotlights, senior shows, dance performance c.
 - c. One of the big topics discussed was Senior Signing – Lauren planned to confirm details
 - d. Since won't be a CFPA Banquet this year they are doing Senior Spotlights on

Instagram

- e. Planning for elections for next year & returning officers Kylie, Alyssa, and Emma will be talking to the new Performing Arts Rep when they are instated to discuss picnic details
 - f. Vicki commented that Senior Signing has not been confirmed and Dr. Healey is still deciding if it is possible – the current focus in on Senior performance opportunities for CFPA students
5. President's Update – Jen Hughes:
- a. Next month elections will be held
 - b. We will further work on the budget for the coming year
 - c. Will hold a member meeting next month but beyond that will likely not meet until maybe Aug as we don't have a lot of business to cover during the summer
6. VP's Update – Kate Downes:
- a. Spirit wear order pick-up completed and everyone has received their orders aside from Kim Lovett
 - b. As mentioned by Jen elections will be held next month
 - i. All positions have someone running except Scholarship Coordinator ii. If anyone else is interested in running for a position please let Kate know ASAP
 - iii. Must be present at the next meeting and be a paying member to vote
7. Treasurer's Update – Chris Clark:
- a. Budget balance \$18,077.42
 - b. There has been a little movement under membership
 - c. Fundraising had a slight increase
 - d. Projected budget will leave us with approx. \$11,000
8. Secretary Update – Kerri Crane:
- a. n/a
9. Public Relations Update – Lissa Unrue:
- a. Welcome letter is being worked on and will go out to Vicki around the 1st of the month
 - i. In letter will extend invitation to rising freshman families to attend the last Booster meeting of the year
 - 1. Will include details how to become a member of Boosters
10. Additional Notes – Vicki Burns:
- a. Teacher work week is Aug 16-20 & typically the week we have the welcome picnic (picnic is normally Sat before school begins)

- i. Picnic will likely be Aug 21 & was suggested to add to calendar now so date can be included in welcome letter to rising freshmen families
 - ii. Welcome picnic is not just for freshmen, it is to welcome both new and returning students
 - b. Plans are for both 100% in person and 100% virtual next school year – we are not sure how the virtual option will affect the specialty programs

11. Secretary Update – Kerri Crane:

- a. Was traveling earlier and unable to report
- b. Suggested naming the upcoming picnic the “Reboot Picnic” and encourage rising 10th graders to attend as they have yet to experience a welcome picnic

12. Events Update – Rebecca Shields:

- a. Lisa will be taking over for Rebecca
- b. Reiterated that the picnic is a welcome back/initial welcome for all students, it is not just for freshmen
 - i. There isn’t anything special during the picnic for freshman
- c. School Dude: Sean has access, Vicki will get picnic date approved and either she or Sean will get it added to the calendar
 - i. Vicki noted she anticipates this picnic will be well attended as students will be so excited for in person events
 - 1. Believes Visual Arts students will again provide face painting
 - 2. Suggests having multiple plans ready from 100% in person to 100% virtual option
 - 3. Suggested adding all CFPA Booster events to the calendar ASAP noting that as things open up those that frequently reserve Colgan, especially on weekends, will jump at the opportunity to begin making plans and reservations
 - ii. Rebecca noted that CFPA Boosters has access to School Dude but doesn’t not receive verification that events have been approved
 - a. Vicki will speak to Sean to ensure this is remedied
- d. Vicki believes Freshman Orientation will be a “regular” event this year and should be held Aug 19
 - i. Suggested a photo booth with the shark mascot for orientation
- e. Lisa commented she is excited about the position and is looking forward to working with everyone

13. Scholarship Update – Lesley Norosky:

- a. Looking for someone to fill the position next year as her daughter will be a rising senior
 - i. She will be available to assist with the transition
- b. Committee is busy and excited reviewing applications

- i. For fairness they receive numbers vs names
- ii. They follow a rubric to score each category – volunteerism, CFPA involvement, etc
- iii. Scores are compiled and the top 5 become the recipients
- iv. Confirmed recipient names are send to Dr. Byrd
- c. Following up with Dr. Byrd on how the awards ceremony will be organized this year
- d. Gift card recipients will be contacted individually

14. Membership Update – Laura Pumphrey:

- a. Discussed keeping the cost the same for the coming year
- b. Discussed and voted on swag cost and price points
- c. Reached out for feedback on which swag to keep, and what to change
 - i. Rebecca shared a bottle she found as a suggestion
 - ii. Discussed adding gift certificates to shop in the spirit wear store as an option
 - iii. Discussed umbrella as an option
 - iv. Discussed which concentrations have magnets – may begin to offer magnets for Visual Arts, Creative Writing, and Piano as they do not have their own Boosters
 - v. Voted on swag via chat
- d. Rebecca S will be taking over for Membership

15. Fundraising Update – Kate Downes:

- a. Rebecca A. is taking over - Kate has been passing things along
- b. Working on the budget for the coming year
- c. It was a long process to find a new vendor but all is well with Sharp Plant & Kaitlyn

16. Old Business – Jen Hughes:

- a. As previously mentioned Scholarship position is still open
- b. Budget
 - i. Everyone on the board is working on their individual budgets
 - 1. Budgets will be presented at the next meeting
- c. Bylaws
 - i. Each board member & committee member will review the bylaws and suggest adjustments as needed
- d. Next month is a big month for the general meeting as we welcome new parents – please extend the invitation
- e. Rebecca S. mentioned she usually goes by Becca and suggested going forward we refer to her as such being that we now will have two Rebeccas
- f. Swag voting will be open until 9pm

g. Our next meeting will be held May 19

17. Meeting was closed at 749 PM by Jen, President