

**CRHS Chorus Boosters
Executive Committee Board Meeting
November 2, 2016, CRHS Media Center
5:30 PM**

Present: Jamie Davis, Chawanda Simpson, Virginia Welford, Sherri Woody, Tessa Kankelfritz, Lisa Dumain, Kelly Monroe-Porco

Also Present: Angie Phillips

FUNDRAISER

- Lollipop sales- October 14, 2016 approximately \$364.00 and October 28, 2016 \$298.00.
- Ms. Monroe-Porco will edit sponsorship letter for advertising space. Rough draft - December 1.
- Apparel wear - Angie will work on the order form to go home with students.

FALL CONCERT

- We made \$613.00 in ticket sales and concessions. Additionally, we made \$500.00 on season passes.

EVENING OF ENTERTAINMENT

- Confirmed dates: December 8, February 23, April 27
- Need two ticket takers, one concessions worker. Jamie will be there.
➡ Tessa will send out a sign-up genius to get parent volunteers for EOE by December 1.

FINANCES

- Checkbook is balanced as of November 1.

DISNEY TRIP

- Angie is completing the district paperwork to get board approval for the trip.
- Awaiting on contracts for rooming and busing for Ms. Blackmon to sign. Angie will contact the trip planner to get the contracts and find out about 1st date for payment.
- One female chaperone has backed out. Waiting to hear from potential chaperone on waiting list.
- Chaperone payment Double \$595.00. Single \$830.00
- Chaperones need to sign up for background check
- Payment timeline - 2nd payment January 4, Wednesday \$150.00
3rd payment February 1, Monday \$150.00

MADRIGALS:

- Angie has to submit the paperwork to reserve the cafeteria
- A student has agreed to sound
- Catering contract needs to be completed - Angie has contact Dickie Do's regarding contract.
- Script and auditions are complete. Students have parts
- New jester costume will be ordered for Alexis.
- Sherri to come on Friday, Nov. 4th, to measure for costumes.
- Contact cup-a-joe Hillsborough about coffee - Sherri will complete the task
- Order dessert when purchasing tickets.
- Contact Toby about desserts and vegetarian meals
- Tickets go on sale November 9th.
- Tickets at Staples

- Need to make sure that people purchasing tickets know to come on the assigned evening. We need to put FRIDAY ONLY or SATURDAY ONLY on tickets or envelopes.
- Erin will help with printing
- We have a signup genius for Madrigals - **Angie will change the times**
- Sign up genius needs to go out the week of Thanksgiving.
- Lisa and Chawanda completed an inventory of plates and utensils. We need to buy silverware. Lisa looked at Tanger Outlet - \$3.00 per setting.
- Mr. Tim Woody will price out white chinette plates, large dinner plates and dessert plates, and utensils. We need 125 settings.
- May want to look at Homegoods and Walmart to price out chinette settings.
- Need to find someone to do centerpieces - **Angie will ask Babs to do centerpieces**
- May need help with props
- May have to order some costumes, pirate needs
- Need food for the students for dress rehearsal night and Friday night,
- Changing time of Madrigal to 6:30 pm
- Sherri to pick up tickets at Staples at North Duke street
- Texas Road House in Burlington has agreed to donate rolls and salad
- **Angie will look for list of food items and job descriptions needed for that evening.**
- **Ask Georgette Lewis about unlocking kitchen for parent meeting.**

CALENDAR UPDATES

- Next meeting Tuesday, November 29, 2016 5:30 pm Media Center
- Madrigal Parent Training Meeting December 6, 2016 6:00 pm in Media Center

Meeting adjourned at approximately 7:00 PM

Respectfully Submitted,
Virginia L. Welford, Secretary