

## FOFA Monthly Meeting Minutes

<b>Date and Location</b>	Tuesday, December 5, 2017, 7:00PM – 8:12PM, DCG High School Choir Room
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### Attendees

	Lyddia Asman	X	Ben Ihde
X	Joy Augustine		Bonnie Ihde
	Wendy Becker		Julie Koch
	Michelle Breach		Kim Matteson
	Sara Bridie		Greg Menke
	Mike Burgher	X	DeAnn McAninch
	Tammy Chance	X	Eric Mohlis
	Craig Crilly		Dawn Murphy
	Susan Collins		Karyl Palmer
X	Amy Cory		Joyce Putzman
	Dawn Dillivan		Sarah Schaefer
	Amy Forbes		Jim Shutt
X	Kathy Fortune	X	Heidi Steger
	Anne Frett	X	Janet Stevens
X	Stacey Frett	X	Lisa Thompson
	Lisa Gomez		Addie Vance
	Kathie Hicok	X	Jeff VandeKieft
	Amy Hofland	X	Ben Zaugg
	Jan Huff		

Topic	Person Responsible
<p><b>Call to Order</b>  <u>Meeting Minutes</u></p> <ul style="list-style-type: none"> <li>• Kathy called the meeting to order.</li> </ul>	Kathy Fortune
<p><b>Secretary Minutes</b>  <u>Meeting Minutes</u></p> <ul style="list-style-type: none"> <li>• November minutes were reviewed.                             <ul style="list-style-type: none"> <li>○ Motion to Approve: Lisa Thompson</li> <li>○ Second: Jeff VandeKieft</li> <li>○ All approved</li> </ul> </li> </ul>	Lisa Thompson
<p><b>Treasurer Report</b>  <u>Meeting Minutes</u></p> <ul style="list-style-type: none"> <li>• Financial Summary as of 11/30/2017 was reviewed.</li> </ul>	Jeff VandeKieft

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<p><b>Committee Reports</b></p> <p><b>Take Two [January 20, 2018]</b></p> <p><u>Meeting Minutes</u></p> <ul style="list-style-type: none"> <li>• Chairs are set for the committees and plan to meet next week; email was sent today to set date/time</li> <li>• The school will pay for the vouchers for the directors and bus drivers out of the gate and FOFA will absorb the cost of the vouchers for volunteers.             <ul style="list-style-type: none"> <li>○ An estimated number of vouchers will be available around January the 5<sup>th</sup></li> </ul> </li> <li>• To date, Heidi has received approximately \$1,500 in Business Sponsorship; 3 of which will require ads in the program             <ul style="list-style-type: none"> <li>○ <b>Action Item [Heidi Stegar]</b> Send content to Joy Augustine no later than 1/5/2018</li> </ul> </li> <li>• Have received donation to cover the cost of the Photo Booth (savings of approximately \$600)</li> <li>• The judges have been financially approved</li> <li>• All schools have paid; registration is full for the contest with 20 schools; at least 11 show choirs have been turned away.</li> <li>• [50 Page] Program has been approved</li> <li>• Volunteer needs for Friday have been filled and 77 of the 340 needed for Saturday have been filled</li> <li>• Menus for concessions will be printed through Heartland AEA             <ul style="list-style-type: none"> <li>○ <b>Action Item [Joy Augustine]</b> Forward contact information to Kathy Fortune</li> </ul> </li> <li>• Have received tentative approval from 2 separate Hy-Vee's for business sponsorship which will require ads in the program             <ul style="list-style-type: none"> <li>○ <b>Action Item [Janet Stevens]</b> Send content to Joy Augustine no later than 1/5/2018</li> </ul> </li> </ul>	<p>Choir Directors Joy Augustine &amp; Eric Mohlis</p>
<p><b>FOFA Weekend [March 23 &amp; 24, 2018]</b></p> <p><u>Meeting Minutes</u></p> <ul style="list-style-type: none"> <li>• Initial planning began this week</li> </ul>	<p>Kathy Fortune</p>
<p><b>GLOFA [April 20, 2018]</b></p> <p><u>Meeting Minutes</u></p> <ul style="list-style-type: none"> <li>• Re-schedule to 4/20/2017 so as to not conflict with the St. Louis Band Trip is pending approval from Steve Watson.</li> <li>• Janet Stevens has committed to chairing this committee and will work with Sara Bridie regarding responsibilities</li> </ul>	<p>Janet Stevens</p>
<p><b>Senior Roses</b></p> <p><u>Meeting Minutes</u></p> <ul style="list-style-type: none"> <li>• It is the responsibility of the directors a count to the chair; if a count is not provided by the director 1 week prior to the scheduled event; roses will not be ordered/provided by FOFA.</li> </ul>	<p>Kathy Fortune</p>

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<ul style="list-style-type: none"> <li>• Given that FOFA has already supported senior recognition for marching band, we will continue to support for the remainder of the school year; however, the topic will be re-visited for the 2018/2019 school year.</li> <li>• Lisa Thompson will chair this committee for the 2017/2018 school year; directors should send rose needs to her at <a href="mailto:lethomps01@gmail.com">lethomps01@gmail.com</a>, again, 1 week prior to the scheduled senior recognition event.</li> </ul> <p><b>Membership</b> <u>Meeting Minutes</u></p> <ul style="list-style-type: none"> <li>• Update tabled until 1/9/2018 meeting.</li> </ul>	
<p><b>Old Business</b> <b>Concessions for Jazz Festival [January 27, 2018]</b> <u>Meeting Minutes</u></p> <ul style="list-style-type: none"> <li>• Janet Stevens reported that Mr. Britt has not confirmed need.</li> <li>• Given that only 1 school “might” be participating, it will be a clinic.             <ul style="list-style-type: none"> <li>○ <b>Action Item [Joy Augustine]</b> Connect with Mr. Britt and request email response to Janet Stevens.</li> </ul> </li> </ul>	Wendy Becker
<p><b>New Business</b> <b>Financial Investment</b></p> <ul style="list-style-type: none"> <li>• In an effort to be better stewards of our finances, a motion was made to invest \$10,000 in a short term [with an option to re-evaluate each quarter]             <ul style="list-style-type: none"> <li>○ Motion to Approve: Kathy Fortune</li> <li>○ Second: Stacey Frett</li> <li>○ All approved</li> </ul> </li> </ul>	Kathy Fortune
<p><b>New Teacher Reports/Requests</b> <u>Meeting Minutes</u></p> <p><b>Amy Cory [Elementary Art]</b></p> <ul style="list-style-type: none"> <li>• Fairly new to the district, was not aware of the process and has a need to submit personal expenses for reimbursement.             <ul style="list-style-type: none"> <li>○ <b>Action Item [Amy Cory]</b> Submit receipts with summary sheet of expenses to the FOFA Treasurer [Jeff VandeKieft ]</li> </ul> </li> <li>• Going forward, will follow the school’s define procurement process</li> </ul> <p><b>Eric Mohlis [High School Choir]</b></p> <ul style="list-style-type: none"> <li>• Will be leveraging the Cattlemen’s proceeds [Balance of \$2,072 as of today] to invest in Peter Roberts support of jazz choir [\$500] and pay for the housing for the Dorian Honor Choir for 1 night [\$500].</li> </ul> <p><b>Stacey Frett on behalf of Anne Frett [HS Large Group Speech]</b></p> <ul style="list-style-type: none"> <li>• Again this year, Anne Frett would appreciate FOFA’s support to provide cake for the reception following Parent Night on 1/5/2017.</li> </ul>	

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<ul style="list-style-type: none"> <li>○ Motion for FOFA to fund up to \$150 for cake: Addie Vance [via email]</li> <li>○ Second: Lisa Thompson</li> <li>○ All approved</li> <li>● Kar Gustafson will be placing the order over the winter break and Lisa Thompson will be responsible for picking up and delivering the cake to the high school by 6PM on January the 5<sup>th</sup>.</li> </ul> <p><b>Joy Augustine [Infinity Show Choir]</b></p> <ul style="list-style-type: none"> <li>● Requested suggestions for individuals who can assist in altering the new show choir dresses.</li> </ul>	
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### Next Meeting

<b>Date and Location</b>	Tuesday, January 9, 2017, 7:00PM, DCG High School Choir Room
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FOFA EVENTS			
Description	Date	Time	Location
Heritage Elementary 3 <sup>rd</sup> Grade Concert	Thursday, December 7 <sup>th</sup>	6:30PM	Heritage Elementary Gym
SCIBA Jazz Band	Saturday, December 9 <sup>th</sup>		Winterset High School. School
8 – 12 Vocal Concert	Monday, December 11 <sup>th</sup>	7:00PM	DCG High School Auditorium
6 <sup>th</sup> Grade Band/Vocal Concert	Thursday, December 14 <sup>th</sup>	7:00PM	DCG Middle School Gym
Show Choir Parent Night	Saturday, December 16 <sup>th</sup>	6:00PM	DCG High School Auditorium
8 – 12 Band Concert	Monday, December 18 <sup>th</sup>	7:00PM	DCG High School Auditorium
Large Group Speech Parent Night	Friday, January 5 <sup>th</sup>	6:00PM	DCG High School Auditorium
SCIBA Honor Band	Saturday, January 6 <sup>th</sup>		DCG Middle School Gym
Des Moines Christian Illumination Show Competition	Saturday, January 6 <sup>th</sup>		Des Moines Christian

2017/2018 DECISION SUMMARY	
Description	Date
<b>Investments</b>	
● Allocate \$6,000 (\$150/student) to fund Revelation Show Choir costumes for 2017/2018	6/6/2017
● Allocate \$900 to fund the Speech Program expansion for the 2017/2018 school year	6/6/2017
● Spend \$10 per stipend teacher on a gift/gift bag for teacher appreciation	7/17/2017
● Roll the following funds into the 2017/2018 school year and all other balances will be	8/1/2017

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<p>returned to the general fund:</p> <ul style="list-style-type: none"> <li>○ Meadows (8<sup>th</sup>/9<sup>th</sup> Grade) – Show Choir totaling \$2,257</li> <li>○ Other – Crilly totaling \$1,759</li> <li>○ High School (10<sup>th</sup> – 12<sup>th</sup> Grade) – Show Choir total \$958</li> </ul>	
<ul style="list-style-type: none"> <li>• Annual stipend (\$500) will be allocated by teacher (vs. by department) for the 2017/2018 school year</li> </ul>	8/1/2017
<ul style="list-style-type: none"> <li>• Allocate up to an additional \$100 for Band Camp supplies which are not in inventory</li> </ul>	8/1/2017
<ul style="list-style-type: none"> <li>• Funding in the amount of \$1,500 to subsidize the Marching Band Banquet on 10/17/2017</li> </ul>	9/5/2017
<ul style="list-style-type: none"> <li>• Allocate up to \$10,000 to purchase approximately 75 dresses for Infinity Show Choir (7/8)</li> </ul>	9/5/2017
<ul style="list-style-type: none"> <li>• Allocate up to \$700 to fund Opera Iowa at Dallas Center Elementary</li> </ul>	9/5/2017
<ul style="list-style-type: none"> <li>• Elementary School(s) trombone purchase in the amount of \$200 (from Maifeld Stipend)</li> </ul>	10/3/2017
<ul style="list-style-type: none"> <li>• Allocate \$1,700 to purchase (8) dresses and (8) tops for Luminosity Show Choir (9-11)</li> </ul>	10/21/2017
<ul style="list-style-type: none"> <li>• Proceeds from Business Sponsors for Take Two will be earmarked for the High School Show Choir Program for 2018.</li> </ul>	11/7/2017
<ul style="list-style-type: none"> <li>• In an effort to be better stewards of our finances, a motion was made to invest \$10,000 in a short term [with an option to re-evaluate each quarter]</li> </ul>	12/5/2017
<ul style="list-style-type: none"> <li>• Fund up to \$150 to provide cake at the reception of Large Group Speech Parent Night</li> </ul>	12/5/2017