

## Cape Elizabeth Music Boosters

### **General Booster Meeting Minutes**

December 1, 2021  
6pm Via ZOOM

#### Attendees:

Robyn Devenish Clay, *President*  
Elizabeth Scifres, *Vice President*  
Aaron Scifres, *Treasurer*  
Abby Wark, *Secretary*  
Joanne Lee, *High School Music teacher*  
Rob Wheeler, *High School Music teacher*  
Caitlin Ramsay, *Middle School Music teacher*  
Aubrey Miller, *parent*  
Sarah Gabrielson, *parent*

### **WELCOME**

Robyn welcomes everyone. Attendees introduce themselves.

### **CAPE ELIZABETH MUSIC BOOSTERS General Introduction**

Robyn gives a general introduction to the Music Boosters, reading an excerpt from the By-Laws. "The Cape Elizabeth Music Boosters is a Maine non profit corporation which has federal tax exempt status as a 501 (c)(3) charitable organization. We are a parent group that supports the music programs in all three schools in the Cape Elizabeth School Department by providing assistance, encouragement, and financial support, while remaining independent of the Cape Elizabeth School Department. Our members include all parents and guardians of children in Cape Elizabeth schools. All music directors and instructors of the Cape Elizabeth School department have the status on non-voting ex-officio members of the Cape Elizabeth Music Boosters and are entitled to attend and participate in, but not vote at, all meetings of the Cape Elizabeth Music Boosters."

Robyn notes that the by-laws are available on the website for further review if anyone is interested along with contact information for Board Members.

### **APPROVAL OF October 4<sup>th</sup>, 2021 MEETING MINUTES**

Elizabeth moves to approve the minutes of the last executive meeting. Aaron seconds. The minutes are approved.

### **FINANCIAL UPDATE**

Aaron shares that we have close to \$3900 in the budget from our fall fundraiser. He expects more funds to trickle in. He explains that in the budget, he broke out the Zoom annual membership fee as a separate line item (moved from Misc. funds) and left a place holder for the Bottle Shed grant (estimated at \$500). Otherwise, this budget is unchanged from what we discussed at the last meeting.

Financial goals are briefly discussed. Last year was an anomaly due to Covid-19 but we still made \$4450 from the direct appeal letter. The previous year (the last “normal” year) we made \$7250. Splitting the difference between these, Aaron set a goal for \$5750 for this year’s fundraising budget. Aaron also notes that we should remind people about supporting the Boosters with Amazon Smile, perhaps through an email to the membership. He notes that this is an easy way to generate revenue if we can get people to sign on. The link is available through the website (<https://www.capemusicboosters.org/donate>).

Abby asks if we can look at a breakdown of who is donating to the Boosters. Aaron has a spreadsheet in the works where we can see who is giving support and the group discusses breaking this down by schools to see where support is coming from. Sarah suggests a friendly contest among the schools for fundraising. Robyn notes that we’re trying to generate more support by the addition of 5<sup>th</sup> grade families to the direct appeal letters this year.

Robyn asks for a motion to approve the budget. Elizabeth moves, Robyn seconds and Robyn announces that the budget is approved.

## TEACHER UPDATES

### Rob Wheeler – High School Band

Rob starts by commending Caitlin’s Instrument Extravaganza, noting that both students and teachers loved it. He gives us the following update:

*“Good evening and as always, thank you for all that the boosters do! It's December! Concert time is upon us and I am so excited to be able to say that! The Symphony Band and Wind Ensemble are coming along on their concert repertoire and we will be adding short performances by the two chamber groups that we started this Fall. The Flute Choir and the Saxophone Quartet will be performing some prelude music and some interlude music for the concert on the 15th. Mrs. Lee and I are putting together the program and have a pretty good idea of the order for the groups and how we will be housing the students during the performance. Additionally, we will need a few parents to help with the stage moving.*

*Jazz Cabaret preparations are beginning and the BT/ALC big band is booked for the 25th of March. The exact format is still in the planning stage but after some discussion and looking at things through some different lenses, we have decided to use the Auditorium as the main venue and present the ensembles in a linear format that showcases the progression of the program culminating in a performance from the BT/ALC big band.*

*All-State acceptances: Heath Kennedy, tuba; Sophia Toon, flute; Sage Evans, flute; Kathyne Clay, jazz tenor sax*

*District acceptances: Clara Parker, alto sax; Sophia Toon, flute; Sage Evans, flute”*

Robyn asks for these students to be highlighted on the website and in upcoming concert programs. Elizabeth encourages people to forward success stories like these acceptances to the superintendent for recognition at the school board level (via meeting announcements, website postings, etc.).

### Caitlin Ramsay – Middle School Band

- *“7th and 8th grade jazz bands started up in late October. There are 45 students participating between both ensembles.*
- *CEMS concerts are coming up next week*
  - *Wednesday, December 8th is 6th Grade Band & 5/8 Chorus*
  - *Thursday, December 9th is 7th and 8th Grade Bands & 7/8 Chorus*
  - *Due to space constraints and current stage use for PC/MS lunch, the concerts are taking place in the CEMS gym. We’ve had to limit audience attendance to two tickets per student. We asked the tech department to live stream the concerts for family members that cannot attend.*
  - *MS Booster parents helping with ticket taking*
  - *Added a Boosters donation link in our programs*
- *This year, the District 1 6th Grade Honors Festival was cancelled*
- *The 7/8 Honors Festival is going forward as a nominated festival (it is typically auditioned). However, Emily and I had interested students audition for us. We had about 40 students audition. We were able to nominate a certain percentage based on our ensemble size- and then the festival will cut from the nominated list based on instrumentation and voice parts needs. We hope to know the results by the end of next week.”*

Robyn checks that we’re all set with volunteers for the concerts, and Caitlin confirms that she’s all set. Abby notes that the table at the middle school Instrument Extravaganza worked well and generated both donations and new signups for the Boosters email list. We decide that we will do a Boosters table again at the concerts next week at the middle school. Robyn points out that the magnets can be available for a donation, but they cannot be sold due to complications of collecting sales tax (we are federally tax-exempt, but not state tax-exempt). We agree that “suggested minimum donation of \$5” is the best language to use when people ask to buy a magnet.

Joanne Lee – High School Music teacher and choral director

*“The HS Chorus is busy preparing for our December 15th concert. Not having performed in more than a year and half, it is an exciting time to be preparing to take the stage again! Students are singing in masks and will be performing in masks as well. I've been coordinating with the auditorium manager on how to effectively mic the group for the concert. I will also be looking for parent volunteers to help with moving the risers during the concert.*

*We have also had quite a few requests to perform for the holiday season, outside of school. I am working to coordinate groups to sing for these outdoor events.*

*The Modern Band Program will begin in mid-January. I am happy to report that a number of instruments arrived recently to support this endeavor. The program will be implemented into the existing Guitar Classes. This program is supported by the Little Kids Rock initiative and I am very excited for the opportunity to implement it at the high school.*

*An update on the District I festival. I am happy to report we had 2 students accepted from the choral department. One student in the Treble Choir and one in the Mixed Choir. Auditions were recorded and then submitted online. I'm very proud of the students who auditioned for their hard work! At this time, the festival is scheduled to be held in person in the coming months.”*

Joanne would appreciate 4 volunteers for the High School choral concert to help move risers. She would also like to request poinsettias for the stage (perhaps artificial for re-use).

Sarah asks about the Modern Band program and Joanne explains that it is a great way to introduce newer music students to musical practice and making music collaboratively. Joanne attended training for the program this summer and is very excited to get it up and running.

## **OTHER BUSINESS**

### **Concert Programs**

Robyn asks if teachers would like to acknowledge donors on the backs of programs. Rob and Caitlin both agree to do this and requests that the list be distributed as soon as possible in time for the concert next week. Robyn reminds everyone that we still need help with posters and programs. In particular, we are looking for someone to help out with the design of the concert programs for the high school concerts and Jazz Cabaret program. Betsy Nilsen's students are currently working on the poster for Jazz Cabaret.

### **Jazz Cabaret**

Elizabeth, who is serving as co-chair of the Jaxx Cabaret, is brainstorming ways to fundraise at the Cabaret in lieu of the option of food sales this year. She suggests the idea of a silent auction and everyone seems enthusiastic. More to come.

### **Direct Appeal Letters**

Robyn announces a successful launch of the direct appeal letter campaign. She thanks Aubrey, Sarah, Melanie, Abby and Elizabeth for helping with the letters.

### **Spirit Wear Sale**

The Spirit Wear Sale is up and running. Teachers have put the word out to mailing lists and social media. We have already met the minimum order requirement. Let's keep getting the word out!

### **Open Positions**

The Boosters still have several open positions: Publications, Publicity, and Middle School Liaison.

### **Upcoming business**

Plans for senior graduation are just at the brain storming stage. More to come.

Abby mentions that a family friend who is also a renowned jazz saxophone musician is visiting Maine this fall and might be available for some visits with the music students. She knows him well and offers to help set this up if anyone is interested. Please contact her to set it up.

**NEXT MEETING DATE: TBD**