

**Keynoters Board Meeting Minutes**

Date: July 15, 2019

Called to order: by Eon Newquist at 7:08 p.m.

Board members present: Eon Newquist

Jane Last

Joe McHale

Jenni Rhee

Jill Engen

Sandra Reagan

Angel Dillon

Mark Tu

Lezelle Bezuidenhout

Also present: Melissa Knott

New Board Member

Sandra Reagan made the motion to approve Angel Dillon as the Vice President of Communications for the 2019-2020 school year. The motion was seconded by Jill Engen and approved by all board members present.

Review of Meeting Minutes

The May 20, 2019 meeting minutes were reviewed. Jill Engen made the motion to approve the minutes as written. Jane Last seconded and it the minutes were approved by all board members present.

Financials

Jill Engen reviewed the current balance sheet, the “Final for year-end” budget, as well as the transportation paid and outstanding amounts. There was discussion about the cost of the buses for the coming year. It was reported that we will not know the actual cost of the buses until we receive the bill as the bus companies bid directly with the school district.

Melissa Knott agreed to conduct the annual fiscal audit for 2018-2019.

New Bylaws

The bylaws were reviewed and discussed in detail. A revised version is to be finalized by Joe McHale and Jill Engen. It will then be distributed to the Executive Board members for review and will be voted on at the next board meeting.

Future Fund

There was discussion about the Future Fund classroom donation option. It was decided that we would opt out of that option for now.

Stampede Day

Stampede Day will be held on August 8th. We will have a table with signage and multiple items for sale including t-shirts, decals, and hair ribbons. In addition, all items will be available for purchase through Future Fund. The volunteers will be sure to have access to Square in order to accept credit card payments.

Orchestra Fitline Dresses

The dresses have been discontinued. However, Eon Newquist has been in contact with the company and the dresses will be honored for five years. Orders will need to be placed via phone rather than online.

Orchestra Attire Fitter Needed

The current orchestra volunteer has returned to work full-time and will not be able to fulfill her obligation as a fitter. While that position remains open, Jill Engen and Eon Newquist will act as orchestra attire fitters.

Band Room Carpet Cleaning

Steam cleaning of the band room carpet is planned as part of the band room clean up day scheduled for Friday, July 19. Stanley Steemer will come to give a bid between 9-noon on that day. Jill Engen made a motion to approve a bid of no more than $700 for carpet cleaning. The motion was seconded by Sandra Reagan and approved by all board members present.

Website

Angel is planning on having the website updated by 7/22/19. She will work with Sandra Reagan for photos.

Stadium Cushions

Jane Last will investigate possible fundraiser idea of selling stadium cushions. Sandra Reagan offered to embellish them.

Other items

Keynoters’ trailer – Jill Engen has an appointment with the DMV in Walnut Creek on July 23rd to try to obtain current vehicle registration and a new license plate for the trailer as the previous one was stolen. Proving ownership may be an issue.

The suggestion was made to have a QR code available at Stampede Day.

Sandra Reagan talked about the ads in the football program.

The Keynotes Instagram account is now active: mvhs\_keynoters

The meeting was adjourned at 9:48 following a motion by Joe McHale, a second by Sandra Reagan, and approval by all board members present.

Minutes prepared by Jenni Rhee.