

## OMBA Meeting Minutes

### October 12, 2021

| TOPIC                                    | DISCUSSION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
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| <b>Call to order</b>                     | <ul style="list-style-type: none"> <li>Meeting was called to order at 7:08 pm by Vanessa.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| <b>Secretary's report</b>                | <ul style="list-style-type: none"> <li>Minutes from the meeting last month were distributed. Terry made a motion to approve the minutes. Doug seconded. Motion approved.</li> <li>Final discussion and voting on Hardship Scholarship Fund Guidelines: Tim shared that typically he has a maximum of 5 families in need. We want to avoid providing some scholarships and then also having unpaid invoices. Idea that families will make payments first and then OMBA will cover the final \$500 (or 50%) of the fees. In this way, the people that need help can use it. (See next bullet for some notes about unpaid balance conversation.) Doug proposed we take 10% of the student count and multiply it by 50% of fee (max. \$500) per student to determine the maximum total annual budget for the scholarship fund. Matt G. made a motion to approve. Terri seconded. Vote all approved. None opposed. (Note: guidelines doc filed in Code of Regulations Google Drive.)</li> <li>In the midst of the scholarship fund discussion, we touched on the process and status of unpaid family balances. Patti is having productive conversations with outstanding families--many didn't realize they hadn't paid. Discovered some communications were going to student emails. Patti will get with Jim to recheck emails to ensure invoices are going to the right places. Tim and Ian both do not want to carry debt of unpaid balances from year to year. In the past when families have purposefully not paid (when they were able), Ian has prevented a student from performing. Students will not be denied the right to participate in class.</li> </ul> |
| <b>Concession's report</b>               | <ul style="list-style-type: none"> <li>Dave Hilger was absent. Jim Blair shared some information on his behalf. Concessions has generated \$67,000 in sales. Approx. \$47,000 profit so far. Still some expenses (Pepsi &amp; Gold Medal) to be paid. Dave is forced to make purchases around town for needed supplies. Discussion about how we replace Dave and Christin when they are done. Can we break it down into smaller job responsibilities? Patti suggested job descriptions. Matt believes there is a Google doc or emails in President account as this breakdown was done in the past.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <b>Treasurer's report</b>                | <ul style="list-style-type: none"> <li>Jim Blair had a conversation with Tim about Jot Form and Paypal functioning. Used to order tux rentals, tux shirt (one-time purchase), black dress, Be A Star fee. Choir &amp; orchestra made descriptions and prices the same. Tim can generate a spreadsheet per product for Jim. Jim has to adjust entry into Quickbooks.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>Executive Vice President's report</b> | <ul style="list-style-type: none"> <li>Patti &amp; Matt Gilligan discussed Pride Day. Intention is to launch an online fundraiser at the beginning of November and run it for two weeks. Students will solicit from family and friends. Have used Gift Box in the past. Prizes awarded for best fundraiser. Can we get a list of alumni? Is there a button on the website? Giving Tuesday is the Tuesday after Thanksgiving. Can we use that timing? Jen suggested we look into Snap Raise. Each participant sends 20 emails. It will track the different students. Snap Raise would keep a larger share; however, they also provide prizes and can post a video on the site. Matt &amp; Patti will check it out.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |

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- President's report**
- Terry Tibbals made a plea for people to run for the executive board. Elections are in December, and the board is in place for a calendar year. Please spread the word about our needs for a president, vice president, and treasurer.
  - Google drive administration has been handed over to Vanessa as secretary. Secretary will be responsible for passing it on to their replacement in the future.
  - Paypal is still tied to Dan O'Barr's information. Can Paypal use OMBA's tax ID number instead? Jen suggested we check with our accountant.

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- Program reports**
- OHS Choir**
- Tim Smith reported that the fall concert was on 10/11. Be a Star will be held on 10/15. There are 56 registrations (\$65 each) for the program which will run from 9am to 3pm. Expenses include pizza, a t-shirt, and music. Measurements for show choir costumes on 10/13. Winter concert will be on 12/13.
- OHS Orchestra**
- Michelle Beck was absent. Tim reported on her behalf. Fall concert is 10/13. 6 additional students were selected for regional orchestra bringing the total to 9. They will perform at Ashland HS the weekend before Thanksgiving. Two students ranked high enough to be selected for All State.
- OHS Band**
- Ian Brun reported that the band has two Grand Champion awards so far this year. Miamisburg competition on 10/23 at 7:30 pm is a different circuit. State OMEA at Hilliard Bradley is 10/30 at 2:30 pm. Championships at Kings will be 11/6 at 1:00 pm (approx.) Competition will be against other bands in our division.
- SMS Choir - Silcott; SMS Orchestra - Irvine; SMS Band - Grimes**
- No representation at meeting.

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- New business**
- Tim had a shortage of tux jackets and pants in certain sizes. He ordered 10 size 34 jackets, 10 size 36 jackets, 5 pairs size 28 & 31 pants because he had an immediate need that couldn't wait. Should the extra remain in inventory or be returned? Needed approval of expense in the amount of \$1,483.50. Vanessa made a motion to approve. Patti seconded. Vote all approved. None opposed.
  - Katherine Silcott had presented a request via email for approval of an expenditure. SMS Choir received a \$1,000 grant for a portable microphone system for their department. The grant was in conjunction with a music organization that promotes singing for the elderly. She would like to purchase 24 wireless microphones, a mixer, and an amp. The total cost of the equipment is \$2,500. The grant would pay for \$1,000. She is asking OMBA for the \$1,500 difference. Terri made a motion to approve. Matt C. seconded. Vote all approved. None opposed.
  - Discussion about funding for senior celebration items: Jen read an email exchange between senior band parents and Jim about potential funds available for senior parents to spend. A misunderstanding in the email communication led to the discussion tonight. What has been done in the past? What can be done in the future? Show choir senior banners are part of the individual program budget which families pay their fees into. Band and orchestra have chosen not to include senior recognition items in their program budgets other than end of year cake and flowers. Each program is responsible for their own bills. Ian chooses to allow senior parents to drive the rewarding of seniors and wants to keep program fees low. Senior parents can make decisions about the extent of their expenditures. Jen wanted to make sure the volunteer and fundraising efforts of the senior parents were recognized and is asking that OMBA recognize their contributions. Vanessa reviewed how the program and OMBA budgets worked and how she felt comfortable following the guidance of the directors and reserving OMBA budget funds for the needs of as many as possible--rather than a smaller group. Jen and Ian will continue their conversation privately.

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- Adjourn**
- Motion to adjourn the meeting by Vanessa, seconded by Matt G. Meeting adjourned at 8:41 pm.

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**Executive Officers in Attendance:** Terry Tibbals, Patti & Matt Gilligan, Jim Blair, Vanessa Hamilton  
**Other Attendees Signed In:** Tim Smith, Ian Brun, Douglas Smith, Matthew Carlson, Jennifer Tuma, Lisa & Carter Hausfeld, Renee Scott  
**Minutes prepared by:** Vanessa Hamilton; **Next meeting:** November 9, 2021