

## OTHS Choir Boosters Meeting Agenda

August 12, 2025

### Meetings and Communication

- Monthly Meetings – meeting the second Tuesday of the month at 7 pm (usually)
- Email communications – [jennieross200@gmail.com](mailto:jennieross200@gmail.com)
- Facebook Pages/Groups –, OTHS Choir, OTHS Annual Madrigal Dinner Concert, OTHS Choir Boosters, OTHS Choir Parents Facebook Group
- Website – [www.othschoir.com](http://www.othschoir.com)

### 2025-2026 Executive Board Members

- President: Mike Buatte
- Vice President: Courtney Sutherland
- Secretary: Jennie Ross
- Treasurer: Julie Britsch

### Committee Members

- Madrigals: Jennifer Sexton/  
Vonda Walker
- Fundraising: Sarah Ward

### General Business

1. Director's Report
2. Treasurer's Report
3. Fundraising Chair Report
4. Madrigal's Chair Report
5. President's Report

### 1. Director's Report - Heidi Polett

- New to Choir Meeting 8/19 OR 9/8 ?
  - Boosters Presence Requested, encourage booster meetings
  - Settled on Tuesday, August 19 at 7pm at Smiley in Panther Center
  - No need for snacks
- Car Wash, Sept 6
  - Can someone call Valvoline to set up the date - Sarah Ward
  - Hours: 10am - 2pm, arrive at 9am to set up
  - If not available, keep the same date but different location
  - Signup Genius Update - Jennie Ross will update, password from Mike
- Volunteer Procedures: All Chaperones/Volunteers/Staffers will have to complete the following steps before being approved to work with students:
  - Complete the OTHS Athletics and Activities Volunteer Information form
  - Bring completed volunteer information form to the security desk at either campus.

- Ron Blake will start the Employment History Review
  - Cory Patton or Ryan Cozad will approve the new chaperone/volunteer/staff member
  - BOE and HR approval
  - Sarah will forward the email that she received about the process
  - Decision: Board members and chair people of Madrigals should do background checks. Other adult volunteers should try to serve with a minimum of 2 adults in that area.
  - Bylaws: for board and major event chairs/chaperones it is required to do background checks
- All Choir Retreat - August 26th, 3:30 - 5:30pm at Milburn
    - Pizza? Ice Cream?
    - Keep pizza for the students
    - Save ice cream for another event
    - Don't bring in parents because of New to Choir Mtg and Open House
    - Pizza help: pizza arrive at 5pm, Courtney will pick it up, Vonda can help clean up
    - Use left over drinks from spring event
    - Heidi will pick up individual bags of chips as well
- Edley's Pancake Breakfast Change
    - Date: 4/11
    - Alternative Idea: A larger event acapella with a guest collegiate choir on the same date
    - Consider cancelling Edley's since we're doing Trivia/Bingo night (3/14). Possibly do alternating years opposite of a Trivia/Bingo night.
    - Sarah will let Edley's know no event in 2026
- Wishlist Items/Registry
    - <https://www.myregistry.com/organization/oths-choir-o-fallon-il/3416334>
- Ideas/Areas of support
    - 1. New shells for behind the risers at concerts, per custodial staff recommendation - possibly split cost with band/orchestra? Look at donating the old ones to another school. Look into a grant from LifeLong Music in O'Fallon to help. Make this the focus of our spring fund raiser.
    - 2. Cleanout & reorganize choir robes (ILMEA), check into how to clean them? Find new/better storage. Estimate of 200 robes. Possibly project after Madrigals.
    - 3. Purchase new skirting for the Madrigals risers
    - 4. Purchasing and installing [storage shelves](#) for sound equipment, preferably with a cover to prevent dust at Smiley
    - 5. [covered closets](#) for Barmen/barmaid costumes to protect them from the outside world (and dust) and also to make Milburn look nicer so stuff isn't just out all the time

- 6. Sound proofing the Smiley practice rooms with sound-absorbing panels
- Madrigals Chandeliers --> Paul Saettele took home to work on

**Private Voice Lessons** - A contact list of local voice teachers may be found here:

<https://www.othschoir.com/student-resources/>

## 2. Treasurer's Report

See Current Balance Sheet

Will also pull information from the Madrigals/Activity account to help make decisions

## 3. Fundraising Chair Report

Aug 27 for Peel, waiting on confirmation  
Joe's Pizza in Sept and Feb  
Reached out to Papa John's for Dec 16-18  
Reached to Scooters - waiting for replies

## 4. Madrigal's Chair Report

What is Madrigals? Click on this [Mads Presentation Link](#)

Looking to get apple cider donated from Eckert  
Updating the continuity binder: Jennifer Sexton  
Reach out to the caterer for dates for 2025, ask if they need to use the ovens to know if we need to get permission/kitchen staff

## 5. President's Report

- Potential event at new city amphitheater, joining with other schools
  - Looking at a Jazz event, April 28 or May 1
  - Have info for people to donate to the choir program
- Ideas to recruit more bass voices for second semester
  - See about getting more presence in front of the feeder schools during fall semester. Tell them how to adjust their schedules to fit in choir

If you wish to donate to the OTHS Choirs, there is a registry of needed supplies posted at:

<https://www.myregistry.com/organization/oths-choir-o-fallon-il/3416334> (SQ Dino QR Code ^)

The Choir Event Calendar is posted here:

[https://docs.google.com/document/d/1f4TVrfjiG\\_RlvA4\\_dkMC0rWgelh9fQau658PFSJIQAY/edit](https://docs.google.com/document/d/1f4TVrfjiG_RlvA4_dkMC0rWgelh9fQau658PFSJIQAY/edit)

**Next Meeting: Sept 9, 2025**

2024 - 2025 Choir Calendar



2024 Adrenaline Calendar



