

OTHS Choir Boosters Meeting Agenda

Dec 9, 2025

Meetings and Communication

- Monthly Meetings – meeting the second Tuesday of the month at 7 pm (usually)
- Email communications – jennieross2000@gmail.com
- Facebook Pages/Groups –, OTHS Choir, OTHS Annual Madrigal Dinner Concert, OTHS Choir Boosters, OTHS Choir Parents Facebook Group
- Website – 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

- Winter Concert (Milburn), Dec 11 at 7:00pm in Milburn Auditorium
- Dec Jazz Cabaret, Monday Dec 15 at 7:30am in Smiley Panther Center
- Final exams! Yes, choir has a final.
- Musical Auditions, Jan 3-7, see OTHS theater page for details
- February Frolics, Feb 20-21 (auditions Jan 14 from 3-6pm in Smiley Panther Center)
- Solo/Ensemble Recital, Feb 24
- SIUE Concert for ALL, Mar 03
- Choir is in need of facial tissues at both campuses. Tis the season!

2. Treasurer's Report

- See Current Balance Sheet

3. Fundraising Chair Report

- Shells:

- Use Trivia Proceeds to help purchase
- Confirm which company to use, and receive quote on replacing
- Discussion with OTHS Band Boosters about helping with the costs
- Like to confirm by early January to include info on flyers for trivia
- Trivia Fundraiser - March 14
 - Katy Cavins Community Center, doors open 6pm, trivia starts 7pm
 - Begin including this in emails to choir parents & facebook page
 - Contact Sarah Ward to help: sward@cwblaw.net
- Dine to Donate Updates
 - Dec 16-18 Papa Johns
 - Jan 20 - Deweys
 - Feb 24-26 Joe's Pizza
 - Need March, April, May
 - Option ideas: Gia's, Shooters, Wahaka, Edleys, Chipotle
 - Coldstone in May for the end of school?

4. Madrigal's Chair Report

- Debrief for Madrigals: **send out digital form for input/feedback**
- Need chair-people for Madrigals 2026
- Starting plans for 50th Madrigals Dinner (Dec 2027), need an artistic parent on the committee

Notes for next year:

Kitchen/Food

- Need long arm oven mitts just for Mads, not using the kitchen ones
- Dry ice: continue with 50 lbs for next year
- Grand Rental - don't need trays
- Try to have 12 carts for next year
- Food was not great this year: chicken was dry, potatoes were too peppery. The caterer was good to work with, but maybe adjust the menu?
- Order at least one extra vegetarian meal per show
- Lunch boxes were great
- Add a second pot for the wassail, and a wire brush

Set up/Strike

- Have student and adult sign ups as separate links to avoid confusion
- Think through set up and strike - assigning duties ahead of time to students. Have a 'central mtg point' for students to go for the next assignment, have an order of operations if possible (including the custodians). Have chair person of each section help write out strike instructions
- Add more parents for help with Friday night to set tables, label chairs, etc. Could parents (with background checks) get in earlier on Friday, right after lunch?

- Include tech parents on the parent volunteer sign up
- Idea for training next year: have a parent mtg on Thursday night at the last rehearsal for those working in foyer and kitchen, training and schedule (ex: salads out by what time)
- Put pictures on the outside or lid of the tubs of what goes inside
- Foyer flow worked well, manual for ticketing is in the coat check box. Detailed instructions were written for next year.
- Need long black zip ties for the risers
- Need 3 lb command hook stickers for the curtains for replacements
- Need one more red tree bag
- Need bigger velcro hooks for some of the tables
- Need more/new court candles
- If using the card tables again, cut the table cloths between the cafeteria tables and the card tables
- Add ornaments on the sign up genius: putting them in white bags and label them on Thursday night
- Have barmaids give instructions: enjoy your salad, use the plastic cups for water and paper for wassail
- Portable power supply (not a gas generator) needs to be purchased for next year's parade

5. President's Report

- Update/Refresh OTHS Choir Robes and storage
- Ideas for future fund raisters
- Choir Donations: please send in more facial tissues for both campuses

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>

The Choir Event Calendar is posted here:

https://docs.google.com/document/d/1f4TVrfjiG_RlvA4_dkMC0rWgelh9fQau658PFSJIOAY/edit

Next Meeting: January 13, 2026

Choir Calendar



Adrenaline Calendar

