

Executive Meeting Minutes

The Creek Orchestra Booster Organization

May 4, 2021

The Creek Orchestra Booster Organization (COBO) board met for approximately one hour under the tent behind SCHS, beginning at 4:45 pm on Tuesday, the 4th of May. Present were Kyle Davis, Evan Farmer, Lisa Stout, Rachal Rodriguez, Mary Impelman and Valerie Murphy. The following items were discussed.

1. Job assignments for Spring Concert

- a. The Spring Concert is next Tuesday, May 11th at 7:00 pm in the PAC. A dessert reception will follow. Weather permitting, the reception will be held outdoors, behind the school.
- b. Mr. Davis will provide Edison lights to decorate the tent. Mary will provide zip ties to secure the lights. Board members will meet at 4:00 pm on the 11th to begin decorating. *We will need a ladder.*
- c. Mr. Davis will provide 6 – 8 folding tables and order tablecloths. These tables will be used under the tent to display the food. Guests can sit at the picnic tables near the cafeteria. Mr. Davis will also request the SCHS tablecloth to use on the stage.
- d. The directors will secure garbage cans for outside use.
- e. Mary, Rachal and Valerie will bring ice chests to school on Monday. They will be used for water at the reception. No additional bottled water is needed due to a donation from the school district. The directors will ice down at least 300 bottles of water.
- f. Lisa will pick up the cookies on Tuesday. Thirty-two will be set aside in cellophane bags for the seniors. *We will need a tray or basket for these reserved cookies.*
- g. Valerie will pick up the cakes and plates from HEB on Tuesday. We have forks, napkins and food service gloves. Mary and Rachal have volunteered to serve the cake. Lisa and Valerie will bring cake knives and serving sets.
- h. Valerie will pick up the carnations at HEB on Tuesday.
- i. Rachal has ordered the senior signs. There are 32. They will be used to line the entrance to the PAC then moved outside for the reception. Mr. Davis will get Gaff tape to secure the signs to the stands. The signs will be moved outdoors for the reception. The students can take their sign home. *We need to have the H-stakes outdoors with the signs.*
- j. *We need table décor for the serving tables.*
- k. Lisa will contact Melinna at the Humble ISD Education Foundation to get scholarship winners' names. She will forward names to Rachal, so Rachal can get the award checks made.
- l. Rachal will get Gonzalo Gonzales' pictures forwarded to Mr. Davis so he can order the memorial plaque.
- m. *We need volunteers to help clean up and take down after the reception.*

2. The Treasurer's report

- a. Mary presented the financial report. The COBO book balance on April 12th was \$6,238.78. The current book balance is \$5,974.02.
- b. Collections have improved, but we still have 47 students who are delinquent with their assessment fees. The directors will notify each student and make a final plea for

payment. The names of those who do not pay will be added to school's "Big" list and if not paid, seniors will not get their diploma.

3. Set next meeting
 - a. It was decided that the next meeting will be held in the summer to include the new board members. A date and time are yet to be determined.
4. Meeting timed out at approximately 5:50 pm.