

MUSTANG BAND BOOSTERS

Meeting Minutes

October 7, 2013

Present: *Executive Board* members in attendance included, Carol Tedeschi, Paul Meek, Bill Shimanek, Danielle McDaniels, Pam Baker, Theresa Herstowski, Lori Grischow, Joanne Wiechec, Peggy Nuccio, Judi Swain, Kathy Seitz, Lisa Joseph, Barbara Rustik, Karen Grudzinski, Lynn Filla-Clark, Craig Roselieb, and Greg Hensel.

General Board members in attendance included Therese Nowak, Jeanette Burton, Laura Guagliardo, Eileen Moroney, and Gretchen Shearer, Mike Legel, Lori Jarmakowicz, Jenn Reimer

I. Call to Order - President (Carol Tedeschi):

The meeting was called to order by Carol Tedeschi at 7:02 p.m.

II. Student Report - Student Band President/Vice President (John Shimanek/Luke Josey)

Since Last Meeting

- Lake Park (September 14)
- Football game (September 20)
- Wheeling (September 21)
- Providence Catholic (September 28)
- Football game vs. DGN (October 4)
- Prospect (October 5)

Upcoming Events

- ISU (October 12)
- Homecoming Parade and football game (October 18)
- Football game vs. Hinsdale South (October 25)
- Music Bowl (October 26)
- Mini-Camp Rehearsal (November 2)

Anything for us?

- Craig would like students reminded of the two extra rehearsals scheduled for 10/21 (6:00 p.m. - 9:00 p.m.) and November 2 (8:00 a.m. - 11 a.m.)
- Lynn requested non-marching band students for Market Day help on November 2. 8- 11 a.m.

- Peggy requested volunteers to help with Music Bowl on October 26th
 16 for Unit Movement (student leaders, potential student leaders, or seniors)
 3 for parking
 2 for video (moving equipment before and after the competition)
 4 for hospitality
 4 runners (2-morning, 2-afternoon)

III. Approval of Minutes - Recording Secretary (Danielle N. McDaniels):

Motion for Approval of the September 10, 2013 minutes by: Theresa Herstowski

Seconded by: Lisa Joseph
 Time of Approval: 7:07 p.m.

IV. Treasurer's Report - (Paul Meek):

Paul reported the following:

Total cash receipts during the month of September were \$15,839, while total cash disbursements during the same month were \$11,041.

The primary sources of cash were as follows:

Sugar Bowl Trip Payments	\$12,549
2013 Music Bowl Payments	1,495
Market Day Receipts (3 Months)	1,215
Booster Fees	250
Marching Shoe Payments	180
2013 Marching Fees	150

The major categories of payments during the Period were:

Candy Purchases	\$3,987
Staff Payments	2,270
Color Guard Equipment & Uniforms	1,028
Marching Shoes	992
Color Guard Fronts	774
Drum Major Uniforms	612
Group Meals	461
Percussion Supplies	378
Marching Band Water	147

Total Cash On Hand at September 30 = \$123,617

V. Comptroller's Report - (Bill Shimanek):

Nothing to report

✓ **Color Guard Coordinator's Report (Lori Jarmakowicz/ Laura Guagliardo/Brenda Washington):**

The color guard has been working hard all season and all major changes are complete. Focus for the remainder of the season will be achievement and performance. They are hoping to kick off their fundraising with Yankee Candle from 10/10 - 10/28. The proceeds go to cover the cost of rifles, sabers and flags. Color Guard will be requiring an opt-out-of-fundraising payment of \$25.

Winter guard is tentatively scheduling try-outs for the end of October.

✓ **Winter Guard Coordinator's Report (Laura Guagliardo):**

✓ **Equipment Coordinator Report (Mark Wiechec):**

Nothing to report.

✓ **Video Coordinator Report (Mike Legel):**

Since the last meeting, the Lake Park Lancer Joust, the Wheeling Chicagoland Marching Band Festival, and the Providence Catholic Invitational have been recorded, edited and posted to YouTube. Additionally football halftime performances on 09/20/2013 and 10/04/2013 have been recorded. The 10/04/2013 performance was recorded by Jim Grudzinski and will be posted as soon as I receive the USB.

The Prospect Knight of Champions performance was not recorded due to the changes in status during the day. If there is a recording available I will get it online and send out a link. It does not appear that anything has been posted yet from the competition.

I have ordered supplies - cases and DVDs - for Music Bowl and the Season Video. I have started preparations for both and anticipate delivery of the Season Video well before the time it was delivered last year. Bills will be submitted tonight.

Photographs taken during the season would be welcome to include in a season slide show. Also, I will not be at BOA and would appreciate pictures from the performance there as well.

A video will be prepared for the banquet but I will not be there to play it. A disk and a YouTube link will be delivered to Craig and Carol before the banquet and that should allow it to be played.

The band continues to look good and sound great. I am enjoying working on their videos again this year.

VI. Band Director's Report - (Craig Roselieb):

Craig reported on the following:

2013 Marching Mustangs

- Final Staff Payments Due Oct 26
- Tremendous Improvement and Success Thus Far - Thanks to all who help put it all together
- Next week no rehearsals - just Friday night homecoming game
- All remaining rehearsals will be in the stadium except for Oct 8, and 24
- Note special Monday rehearsal: 6-9 pm on Oct 21, and Thursday morning rehearsal 8 - 11 am on Nov 7
- BOA Trip Itinerary will include an after school rehearsal on Nov 8 before we depart. Depart time will not be before 6 pm in order to avoid Friday rush hour traffic

Sugar Bowl

- Payment Clarification with BRT
- Chaperone questions - who is on the list?
- Rooming List and Next Payment due to BRT ASAP
- Updated Roster of participating students

Music Bowl Things To Do

- Staging Schedule
- Award order- Submitted Tomorrow for Price Quote
- Lakeview is confirmed for finals SSB - Madrigal Singers for Prelims
- Music Bowl meeting with admin and cmg - Oct 8 - 8am Room C149

Student Activities Office Info

- March 22, 2014 approved for the Jazz Bands at the ISU Jazz Festival
- Winter Guard date Sunday, February 16, 2014 here at DGS - Contract and Deposit must be sent ASAP
- Michael Bailey will work with Jessica for the 2014 WG - Tryouts coming Monday Oct 28, and Monday, Nov 4

Hosting Opportunity Approved

- December 16-17 to host (in homes) 60 Japanese students from the Kagoshima Joho Band in advance of their performance at the 2013 Midwest Clinic
- Two night stay, and 1 day while students visit South High and rehearse on stage

- 16 boys and 56 girls - all would prefer doubles - so we need 36 families to host two students each
- Combined concert with WE and their group on Tuesday, December 17, 2013 at 7:00 pm

✓ **Jazz Activities Report (Glenn Williams)**

JAZZ CONCERT SLATED FOR MONDAY, NOVEMBER 18, 2013.

Our three curricular jazz ensembles are slated to perform on Monday, November 18 at 7:00 PM in the auditorium at South High School. This concert is an annual crowd favorite - be sure to put this concert on your calendars right now! Featured will be the Jazz Ensemble, Jazz Lab Band and Jazz Workshop.

ILMEA JAZZ FESTIVAL ON NOVEMBER 16, 2103

Once again, we have a large number of students auditioning for the festival, which will be held on November 16, 2013 at Tinley Park High School. Auditions are held on Tuesday, October 15, 2013 at Sandburg High School. Stay tune to this report for audition results next month.

UPCOMING JAZZ EVENTS

01-09-2014	Jazz Café	6:30 PM
01-17 to 01-18-2014	Purdue Jazz Festival	TBA
01-30-14 year)	D99/NIU Festival	7:00 PM (@ DGS this
02-08-14 only)	Evanston THS Festival	TBA (Jazz Workshop

✓ **Jazz Coordinator's Report (Patrick & Eileen Moroney):**

Nothing to report.

✓ **Trip Coordinator's Report (Karen Grudzinski):**

Karen reported on the following:

71 students of 108 have responded

6 additional family members will be riding the bus

VII. President's Report - (Carol Tedeschi):

Scholarships: Carol noted the fall scholarship applications are usually accepted from 9/1 to 10/1 but since no correspondence had been sent out, recommended that we accept applications through November 8th. She asked for clarification on when service hours need to be completed in order to qualify. She will send out an email to all band students for the falls scholarships which are for private lessons.

Kiwanis: Carol thanked Ellen, Gretchen and all volunteers for their time during the Kiwanis collection. She noted that volunteers were much lower this year due to many of the volunteers who were very active in the fundraiser were parents of students who've graduated. It is a difficult time to get volunteers due to the number of volunteer requests going out at this time, but this a good opportunity to earn money that parents aren't necessarily the ones contributing.

Questions: Has this fundraiser seen its time? Do non-marching band parents realize that money from this fundraiser also goes to those bands? Can the band car wash replace Kiwanis? Is another weekend an option, possibly spring?

BOA: Carol is in the process of contacting the hotel. She needs room assignments in order to finalize the number of rooms required. Also needed are the staff and chaperone details. The pit volunteers are also room chaperones, but these parents will need to switch over the reservation from the band to their own credit cards. Carol will send information out as soon as it is available. Pit volunteer positions for BOA will be offered to those who've participated in the most other pit opportunities: we need experienced volunteers due to the time limitation. After chaperone, staff and student rooms are finalized, Carol will send out an email with the number of rooms remaining for any interested parents. These rooms will also need to be transferred from the booster credit card on their own.

Sugar Bowl: Carol received a quote from Berwyn Garage for truck rental for the Sugar Bowl trip. The cost is approximately \$1000 plus gasoline expense. She expressed concern of who is going to be driving the truck.

✓ Fall Banquet Coordinator Report (Jan Colip)

Committee met to discuss the Fall banquet, which is scheduled for Nov. 19th. More information to follow. A "Save the Date" email will be going out soon.

VIII Vice President of Communications & Public Relations (Pam Baker):

Nothing to report.

✓ **Website & Email Coordinator Report (Rolando Cervantes)**

Nothing to report.

VIII. Vice President of Communications & Public Relations Report - (Pam Baker):

Pam reported on the following:

The Yard Sale and Car Wash were publicized in the local Patch papers. Pam is checking with KLUV radio regarding their free advertising. KLUV Information needs to be submitted one month in advance.

✓ **Website & Email Coordinator Report (Rolando Cervantes):**

Nothing to report.

IX. Vice President of Ways & Means (Lynn Filla-Clark):

✓ **Market Day (Jenn Riemer):**

- a. July profits: Total profit: \$597.01 (\$503.13 to Band; \$93.88 to Student Accounts); 7 students volunteered
- b. August profits: Total profit \$328.88 (\$252.11 to Band; \$76.77 to Student Accounts); 2 students volunteered
- c. September profits: Total profit: \$636.30 (\$323.97 to Band; \$312.33 to Student Accounts); No students volunteered (same day as the Lake Park Lancer Joust)
- d. October is not a band month for Market Day
- e. Next Market Day that benefits band: Saturday, November 2 (same day as Marching Band mini-camp)
- f. Based on our summer sales, we also earned a \$50 Amazon gift card that we can use as we see fit. We're thinking of saving it for whatever we do in the winter (i.e., Game Night). Could be part of a basket, raffle, etc.

✓ **Merchandise (Sharon Gresik):**

Artistry in Time Show Shirt Orders - 1st order

133 student shirts	\$964.25	Actual	Budget
16 staff shirts	\$119.00		

3 DGN drum major shirts \$21.75 \$1221 \$1250
8 extra uniforms shirts \$58.00
8 extra student shirts left over \$58.00

\$29 under budget

Parent show shirts:

66 extra student shirt

86 adult t-shirts

26 sweatshirts

16 kids shirts

194 shirt - \$2178.50

Intake of \$ \$3139.50

Profit \$3139.50 - \$2178.50 = \$ 961

Artistry in Time Show Shirt Orders - 2nd order

13 white student show shirts \$146.25

9 adult t-shirts, 4 sweatshirts, and 1 kids shirts = 14 shirts - \$232.50

Total \$146.50 + \$232.50 = \$379

Money collected \$433

Profit \$54

Spirit Wear totals to come for next month's meeting.

Plan on General Band and Jazz Band spirit wear sale at the concerts in November.

Sharon is looking for fundraiser ideas.

✓ Cheesecake - Sale during Nov. Samples during the concert band concerts in November. Order due shortly after Thanksgiving. Pick up - early December.

✓ **Restaurant Fundraisers (Sherri Ghazaleh):**

a. Go Roma on November 6

b. As we get closer, Sherri will get flyers ready and an email will go out through CHARMS.

✓ **Kiwanis Peanut Fundraiser (Ellen Heflin/Gretchen Shearer):**

Gretchen reported on the following:

Collections for Kiwanis totaled \$2,321.42 deducting the cost of the peanuts \$361.00 leaves us with a net of \$1,960.42, which we split with Kiwanis. Our total profit for the DGS bands

was \$980.21. Thank you to all the volunteers who came out once or in some cases several times to help us out. We are very grateful!

- a. Collections totaled \$2,321.42; we netted of \$1,960.42 after deducting the cost of the peanuts (\$361). We split the net amount with Kiwanis, giving us a total profit for the DGS bands of \$980.21.
- b. Thank you to all the volunteers who came out once or in some cases several times to help us out. The fundraiser chairs are very grateful!
- c. Something to think about for next year - Kiwanis takes a lot of time and effort to recruit volunteers. Fundraiser was less profitable last year because of construction at 75th and Lemont, but chairs were expecting it to be much higher. Given the challenges in recruiting volunteers both last year and this year, a decision needs to be made as to whether it's worth the effort.

✓ **Sugar Bowl Fundraiser (Peggy Nuccio):**

- a. BD's Mongolian Grill - Wednesday, 9/25 - (*\$909 plus additional donations of \$145*)
- b. Christmas Shopping Sale - Tuesday, 11/5 - Advertisements have been made for vendors, and a flyer will be going out.

✓ **Candy Fundraiser (Therese Nowak)**

59 students participated in this year's sale. That was a significant increase from last year.

116 boxes sold

13 remaining boxes will be sold at the Music Bowl.

X. Vice President of Membership- (Joanne Wiechec):

Marching Band 2013-2014

The Marching Band roster remains at 132 students.

We have:

47 freshmen

30 sophomores, 28 returning plus 2 new

28 juniors, 27 returning plus 1 new

27 seniors, 26 returning plus 1 new (transfer student)

To date, we have collected \$53,600 in marching fees. Three students have received subsidized, or reduced, fees. A payment of \$100 was due on October 1st, which was the fundraising expectation. The remaining amount to be collected from this October 1st

payment is \$5900. We also have one past due Intent Deposit of \$50 that we have not been successful in collecting.

All marching band forms, with the exception of 1 insurance card, have been received.

Financial activity for marching band fees:

\$47,350.00	Balance on 9/6/13
4,619.92	Deposits
<u>1,630.08</u>	Transfers from student accounts to pay Fundraising Expectation
<u>\$53,600.00</u>	Balance on 10/5/13

49 pairs of marching band shoes were ordered (\$36/pair). Only 1 student has not paid yet.

23 pairs of color guard shoes were ordered (\$26.45/pair), as well as 8 pairs of gloves (\$12.70/pair). All the fees have been collected from the color guard.

General Band 2013-2014

Since the last report, 24 families have paid Band Booster dues for 2013-2014. Of the 39 families contributed to this point, 2 are non-marching band parents.

\$ 750.00	Balance on 9/6/13
1,150.00	Deposits
<u>50.00</u>	Transfer from student account
<u>\$1,950.00</u>	Balance on 10/5/13

XI. Vice President of Music Bowl- (Peggy Nuccio/Judi Swain):

There are 22 bands in the competition...4 A, 9 AA, and 9 AAA.

Peggy is waiting on payments from Waukegan and Rochelle, everyone else has paid and returned all of the necessary documents.

The schedule is set and the competition begins with the National Anthem performance by the Madrigal Singers at 10:30 AM. There will be a 30 minute break for lunch at 12:15, a 15 minute break at 3:00, a dinner break from 5:30-6:45 and finals will begin with the National Anthem performance by the Lakeview Junior High Marching Band at 7:00.

The committee chairs are hard at work with planning and scheduling. They are still in need of about 35 more positions to be filled plus a few extra people that would be willing to sell 50/50 raffle tickets.

The Announcer book is ½ done and should be completed by the end of the week.

Carol, Judi, John and Peggy will be meeting with Mr. Roselieb and Mr. Hensel and the School administration to discuss the work orders tomorrow at 8:00 AM.

Rolando Cervantes has updated the Music Bowl pages on the new music boosters Weebly website.

The next music bowl meeting will be Thursday at 8:00. The volunteer meetings will be Sunday, October 20 at 4:00 and Monday, October 21 at 7:00 for ALL Music Bowl Volunteers.

The final walk through by the committee will take place at the conclusion of Sunday's meeting.

XII. Vice President of Student Accounts- (Kathy Seitz):

The balance of Student Accounts as of September 1, 2013 was \$23,147.31

Revenue in September includes:

- \$2,000.00 from the Candy Fundraiser
- \$102.16 from June Market Day Sales
- \$93.88 from July Market Day Sales
- \$76.77 from August Market Day Sales
- \$35.00 for deposit for marching band shoes

Expenses in September include:

- \$11,928.36 of payments for the Sugar Bowl Trip
- \$50 payment for Band Booster Membership
- \$100.00 for Fundraising Expectation Marching Payments
- \$36.00 for Marching Band Shoes

The balance in Student Accounts as of September 30, 2013 is \$13,340.76

XIII. Vice President of Uniforms (Lisa Joseph/Mary Beth Owano/Barb Rustik, Leah Gurnic)

Lisa reported on the following:

Uniform Moms would like to thank all parents who have helped during competitions and football games.

Uniforms are being cleaned and will be back from the cleaners on Sunday. They will be packed up and ready for Saturday's competition.

Some boxes were ruined at the Prospect competition due to the rain. Only replacement boxes available are for the old hat boxes, which do not fit the new hats.

XIV. Vice President of Volunteers (Karen Grudzinski):

Karen reported on the following:

Karen is having a lot of trouble getting volunteers for competition and football games. The same families volunteer all the time.

✓ **Water Coordinator's Report (Pat Campbell/Jim Rustik):**

Nothing to report.

XV. Vice President of Hospitality/Concert Band (Lori Grischow):

Nothing to report.

XVI. Vice President of Hospitality/Marching Band (Theresa Herstowski/Marty Wronkiewicz):

There are three upcoming events where hospitality will be providing food:

October 12th - following the Prelims. Hospitality will be ordering from Avanti's near ISU and will have the sandwiches delivered to the parking lot. We will also bring chips, cookies, and drinks.

October 18th - after the homecoming parade, before the football game.

November 2 - lunch for mini camp.

Questions hospitality has: (Answers in bold)

What time should Avanti's to deliver at ISU? **As early as 6:15 but as late as 8:30 depending on if the band makes the finals and/or the time they will perform in the finals.**

There are 181 subs coming, same as last year. Good amount? **Yes**

What is the mini camp serving time? **Noon**

What time is dinner served after the parade on homecoming weekend? **4:30p.m.**

What time do is dinner served at BOA? **5:00 p.m.**

XVII. Miscellaneous, Unfinished Business, New Business (Carol Tedeschi)

- ✓ Audit Report: Bill, Kathy and Danielle will meet to discuss dividing up the work for the audit.

XVIII. Announcements (Carol Tedeschi)

The next meeting is scheduled for Monday, November 4, 2013 - Room D180 - 7:00 p.m.

XIX. Adjournment (Carol Tedeschi):

The meeting was adjourned at 8:45 p.m.