

MUSTANG BAND BOOSTERS

Meeting Minutes

September 9, 2013

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

General Board members in attendance included Theresa Nowak, Jeanette Burton, Laura, Guagliardo, Eileen Moroney, and Gretchen Shearer

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

The meeting was called to order by Carol Tedeschi at 7:01 p.m.

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

Since Last Meeting

- Car Wash and Yard Sale (August 17)
- Band Camp (August 18-23)
- School Begins (August 28)
- Mini Camp (September 7)

Upcoming Events

- Lake Park (September 14)
- Football game (September 20) *Senior Night*
- Wheeling (September 21)
- Providence Catholic (September 28)
- Football Game vs DGN (October 4) *Cross Town Classic*
- Prospect (October 5)
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Anything for us?

Lynn requested: Market Day volunteers for September 14th. Marching Band students would not be available due to their performance at Lake Park.

Craig gave John locker calendars to be handed out to students. Craig stated the PSAT alternate date is the Wednesday before the PSAT. Marching Band students could go Wednesday in case playing at the football game Friday night would stress them out. It also was suggested maybe students could perform the show and leave.

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

Motion for Approval of August 5, 2013 minutes by: Bill Shimanek

Seconded by: Theresa Herstowski

Time of Approval: 7:07 p.m.

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

Paul reported the following:

Total cash receipts during the month of August were \$47,099, while total cash disbursements during the same month were \$38,742.

The primary sources of cash were as follows:

March-A-Thon Receipts (Group & Student Accounts)	\$18,098
Sugar Bowl Trip Payments	15,425
Yard Sale / Car Wash Proceeds	5,986
Merchandise Sales	3,131
2013 Marching Fees	1,080
2013 Music Bowl Receipts	700
Jazz Band Fund - Gig	200
Meijer Rebate	105
Yard Sign Sales	95
Booster Fees	50

The major categories of payments during the Period were:

Staff Payment s	\$12,310
Color Guard Equipment & Uniforms	6,266
Percussion Supplies	3,620
Band Camp Expenses (Primarily Food)	3,372
Prior Year Uniform Cleaning	2,545
Merchandise Purchases	2,475
Wireless Microphone	2,038
Pits Wheels	1,374
Color Guard Fronts	1,004
Marching Show Shirts	925

Tenor Carrier	600
Yard Sale / Car Wash Expenses	165

Total Cash On Hand at August 31 = \$118,819

Downers Grove's Sugar Bowl payment has been rescheduled and will be due next week.

It had been determined the Marching Band needed two credit cards. One credit card is active and the other card is in the activation process.

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

Bill reported the following:

The calendar through December has been placed into the Charms system. The Charms system can also flag a student as a participant in the different band or jazz programs. Almost all the information on these programs has been added to the Charms system to indicate the students current participation in band and jazz programs for the 2013 - 2014 school year; concert band, wind symphony, wind ensemble, jazz workshop, jazz lab band jazz ensemble. There are a few items left to reconcile which should be completed in the next few days.

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

Lisa reported on the following:

Uniforms are in and all uniforms fit. Alterations are not necessary and there will be no additional costs.

Still awaiting word to see if it is okay to proceed with the Color Guard fundraiser. The fundraiser would be with Yankee Candle and held in October.

✓ **Winter Guard Coordinator Report (Laura Guagliardo):**
A date had been approved for the competition - February 16, 2014

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

Mark reported the following:

All 20 band fronts have been built. Many hours of work went into the fronts by many people. Mike Prazak built all 20 frames. Joann and Mark covered and painted them all.

Tom Roth added leg supports and sandbag weights to keep them from blowing over. Carol Tedeschi found and ordered the sandbags.

The final cost of the fronts was \$1043.33 this does not include the cost of the sandbags and supports (sandbags, gravel, hooks, etc.) The existing cart that carries the fronts was refurbished. The cart was unstable and in danger of tipping over. The wheels were repositioned on the cart and set further apart. Also the side railings were reattached and strengthened. Some cracked boards were replaced. The cost of this work was approximately \$90.

Pit Instrument and Cart Wheels:

The pit equipment and cart wheels were ordered for a cost of \$1373.59. All the wheels were received and installed.

✓ Video Coordinator Report (Mike Legel):

Mike has taken video of 5 practices (08/20 8/21 8/24 08/29 09/05 and the 09/07 end of mini camp performance) and the final performance of band camp. While they are all posted on youtube they are not available for searching and to watch a link will be needed.

Mark posted the End of Band Camp performance as a searchable video but was asked by Craig to take it down. Someone had embedded it on their site and there is a concern about the band having the correct copyright releases. Mike would like to make the links more available to the band but will have to determine how to do so. He could post the link to a web site that requires a password and restrict access that way.

In the coming weeks, Mike plans to tape all of the competitions, football games, and more practices.

Videos are looking good this year and the band is doing well. Mile upgraded the microphone used and the sound has been dramatically improved.

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

Craig reported on the following:

2013 Marching Mustangs

- Color Guard Fronts completed - big thanks to Mark W and Tom R
- All Contracts completed - Bill Jindrich due final payment ASAP
- Lake Park Itinerary online - more to come 1 week in advance of date
- Dress Rehearsal on Friday, Sept 13 - 1:30 - 4:30 pm

Sugar Bowl

- Fan Package now available with land options and game tickets
- Chaperone questions - can some travel on their own
- Scholarship Questions - review current figures

Music Bowl Things To Do

- Tentative Schedule
- Award order
- Lakeview is confirmed for finals SSB
- Music Bowl meeting with admin and cmg - date *Tentatively set for October 3rd*.

Student Activities Office Info

- Looking at adding March 22, 2014 for the Jazz Bands at the ISU Jazz Festival
- Winter Guard date has been confirmed for Sunday, February 16, 2014 here at DGS
- Jessica is trying to find another staff member to help with 2014 WG

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
- Combined concert with WE and their group on Tuesday, December 17, 2013 at 7:00 pm

Band Director To-Do List - Other Stuff

Craig wants the blog up and running so performance return times and results can be posted.

A truck needs to be rented for the Sugar Bowl trip to bring the equipment instead of using the trailer. Someone needs to drive the truck.

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

Nothing to report.

✓ Trip Coordinator's Report (Karen Grudzinski):

108 students are going on the Sugar Bowl trip.

18 chaperones are going on the trip.

25 students have only submitted the initial down payment

5 students have submitted no payment.

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

Carol reported on the following:

There was a lot of busy people this month. Thank you to the many volunteers for preparing and serving dinner during band camp and at the mini camp on Saturday. The uniform moms have done a great job getting the uniforms organized and the whole band fitted. They have spent many hours up in the hot loft. Thank you too, to our outgoing uniform mom's Mary Coley and Lisa Chentorycki for your guidance in this process. Carol is confident that our students will continue to look their best.

Thank you to the parents who helped make the senior signs. So many helpers made 27 signs in just a couple of hours. The signs will be presented to the seniors at the game on September 20th.

Picture Day went very well despite the hot weather. Thank you to Julie Ruth and her helpers for organizing that.

Mark Wiechec , Mike Prazak, and Tom Roth have done a great job with the equipment. Building all new color guard fronts and spending time making modifications to be sure they will not blow over. Many hours and days went into this project and their time is greatly appreciated.

Carol welcomed Gretchen Sheaver who has agreed to shadow Ellen Heflin for Kiwanis Peanut Days, and Rolando Cervantes who has agreed to take on the Website Coordinator position. Carol met with Rolando and he will be continue to work on what Greg has already started on our website. Boosters can start promoting the site while it is still under construction. Also thank you to Jeanette Burton for working with Therese Nowak on the candy sale.

The truck rental for the competitions is secured and will be delivered on Friday evenings to the Lakeview JH parking lot. Tom Roth and Carol will coordinate with them to get the keys and Tom will be driving the truck each week.

FOFA - The choir booster president is Lori Balsamo and the FOFA president is Kelly Snyder.

Jan Colip (Parent Mentoring) sent out an email keeping parent informed about the delay of Friday's football game and rescheduling the game for Saturday. It was also suggested parents can use a celly account at DGSbandboosters.weebly.com and receive texts of when buses are due back at the school and where the band placed.

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):

- a. Ken Bluder proposed an “Adults Only” evening at Bohemian Gardens (on 75th, just east of Lemont Rd). He knows the owners and was going to look into it.
- b. Idea would be for a beer tasting and marching band staff would work as the servers
- c. Possibly to benefit the Sugar Bowl trip, but to do that it would need to be in November.

A thought - If this is too much, too close, considering everything else we’ve got going on before the Sugar Bowl trip, maybe it’s something we could look into for after New Year’s? Or maybe to plan for next year? In discussion, it was agreed this should not be a fundraiser for the Sugar Bowl. Peggy suggested maybe it could be done in conjunction with game night. More information is needed.

✓ **Candy Sale (Therese Nowal/Jeanetter Burton):**

The candy fundraiser began on September 3rd and continues until September 24th. Pickup of candy is prior to marching practice on Tuesdays and Thursdays. Also beginning September 10th, a FOFA rep. will be selling candy prior to school 7:30-8:00 am on 9-10, 9-17 and 9-24.

✓ **Market Day (Jenn Riemer):**

June profits: Total: \$289.10 (\$186.94 to Band; \$102.16 to Student Accounts)

Still waiting for July and August - As of last week, Rose Gamble from Multi-Needs had only received June check; Jenn has followed up with our Market Day rep.

Next Market Day is this Saturday, September 14 - same day as the Lake Park competition, so marching band students won't be available to volunteer. Good opportunity for service credits for band students who aren't in Marching Band.

✓ **Merchandise (Sharon Gresik):** An email was sent out 9/8/13, with an order form for Spirit Wear.

✓ **Kiwanis Peanut Fundraiser (Ellen Heflin):**

Locations are at 63rd and Main, 75th and Lemont, and Ultra Foods, mornings and late afternoons/early evenings

Will be getting list into *CHARMS (if I haven't already done so by the time of the meeting)*

We have a shadow for Ellen - Gretchen Schroeder (freshman parent!)

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

Sherri has scheduled the first Fund raiser for the BAND BOOSTERS at Go Roma on November 6th, and have been corresponding with Lynn Clark and Carol T. It had to be scheduled later in the year as to not interfere with the fund raisers for the New Orleans Trip. So, this might be better to be brought up at the next meeting when it gets closer.

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

There are currently 65 students that have indicated that they are participating in group fundraising. Many more than 65 students and families participated in the car wash and yard sale.

Thank you to the Webb Family for their very generous donation of steaks, burgers, and chicken and for spending the entire day behind the grill!

The band profited more than \$5,500 for the day, which included Car Wash, Yard Sale and Concessions. The students washed so many cars, that next year we will have to figure out how to keep track of how many. Some people gave \$5 or \$10 for a wash, but many people donated \$20 for a wash making the wash profits for the car wash alone \$1,700 and there were plenty of volunteers to wash and wax the trailer.

Peggy recommended that the car wash be an annual fundraiser, the Saturday before band camp.

There were 58 students that participated in the March-a-thon which made \$2,320 into the general fundraising and over \$14,000 into student accounts.

Next up is the BD Mongolian Grill Fundraiser on September 25. (RSVP???)

Tuesday, November 5th has been approved for the vendor night fundraiser.

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

Marching Band 2013-2014

The Marching Band roster is now at 132 students. One freshman family moved. The family had already paid \$150 in marching band fees. No refund was requested.

So, the band now has:

- 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, \$47,350 has been collected in marching fees. Two students have received subsidized, or reduced, fees. A payment of \$100 is due on October 1st, which is the fundraising expectation. Students can deduct money from their student account, if available, in order to satisfy this final \$100 payment. The remaining amount to be collected by October 1st is \$12,000, and \$250 in past due fees.

Only 2 marching band forms have not been received (1 contract, and 1 insurance card).

Financial activity for marching band fees:

\$45,850.00	Balance on 8/1/13
1,249.00	Deposits
200.00	Fee Waiver student
71.00	Transfers from student a/c's
<u>(40.00)</u>	Transfer to show shirt payment
<u>\$47,350.00</u>	Balance on 9/6/13

49 pairs of marching band shoes were ordered at a cost of \$36/pair. To date, \$1,692 has been collected. Only 2 students have not paid.

23 pairs of color guard shoes were ordered at a cost of \$26.45/pair, as well as 8 pairs of gloves at \$12.70/pair, for a total of \$709.95. All the fees have been collected from the color guard.

General Band 2013-2014

Since the last report, 6 families have paid Band Booster dues for 2013-2014.

\$450.00	Balance on 8/1/13
<u>300.00</u>	Deposits
<u>\$750.00</u>	Balance on 9/6/13

It was discussed the Marching Fundraising payment is confusing and perhaps needs to be explained.

Carol suggested now would be a good time for a membership push for Band Boosters. Carol agreed to help JoAnn with Band Booster information.

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

Peggy and Judi reported on the following:

There are 21 bands signed up...3 A, 9 AA, and 9 AAA. All invoices have gone out and most bands have paid.

There will most likely be 3 breaks during the day. 30 minute lunch break, 45 minute mid-afternoon break with awards presented for A and AA bands and a AAA awards/finals announcement then dinner break and will still begin finals at 7:00 like last year.

Peggy is looking for someone to work with Bernadette and Kristen to put together the Announcer Book. She have some fliers, but last year's book got lost. Peggy can help, just doesn't have time to do the book by herself.

Email requests have gone out to fill the 70 volunteer slots available for Music Bowl. Most of the openings are the evening/finals shifts, especially for Unit Movement. Sign up through Charms.

Will the Marching Mustangs be performing twice again?

Music Bowl Committee meeting on September 18 at 7:00 in D-180.

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

Kathy reported on the following:

The balance of Student Accounts as of August 1, 2013 was \$9,495.47.

Revenue in August includes:

\$80.00 for deposits for Marching Mustang Fees

\$15,778 from the March-a-thon

\$4.00 for deposit for marching band shoes

Expenses in August include:

\$760.16 for Senior Balances transferred to the Scholarship Acct.

\$150.00 for payments of Marching Mustang Fees

\$1,300.00 of payments for the Sugar Bowl Trip

The balance in Student Accounts as of August 31, 2013 is \$23,147.31

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

All students have been fitted. Still waiting on shoes for two students. They have been given loaner shoes. Two pairs of old uniform pants still need to be returned. Uniform Moms are ordering a second set of black gloves and a set of white gloves to dye for "The Cure" football game.

Anticipate at least two more uniform cleanings for the new uniforms in addition to the final cleaning after the season -- one mid-season and the other before ISU. Possibly one more before New Orleans

Craig will provide the Uniform Moms with an updated marching band rooster to facilitate putting uniforms away after performances.

XIV. Vice President of Volunteers (Karen Grudzinski):

Karen attached a spreadsheet with the updated payments through August 30th.

Five volunteers are still needed for the Lake Park competition. Two of the volunteers need to be male.

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

Water intended for use during the football game, rescheduled due to weather, was saved; however more water is needed for Lake Park competition.

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

Nothing to report.

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

✓ Band Camp

Band Camp Dinners went well this year. Two new meals were tried out: Breakfast for dinner and fried chicken. Both were well received and had been requested by the sections that turned in the surveys we provided. Realized via student feedback that there should be two lines or the students who came through last didn't have time to make it back for seconds. Changed from 1 line to 2 the third day, once feedback was received.

Wednesday was extremely hot and we served breakfast. There was a lot of food left, which is typical when it is hot. Breakfast will probably be served again, but with some adjustments.

Popsicles were given out around 1:30 on Wednesday to help them beat the heat.

There were plenty of volunteers and loved the Charms system. It allowed Hospitality to send reminders and not have to turn down or respond to those who wanted to volunteer after the spot were filled.

Donations were requested for desserts. By Tuesday there were so many donations that those who signed up for Wednesday and Thursday were asked to wait until Friday to send something.

Fridays Family Picnic went well, also. Food adjustments will be made for next time, ordering more meat and less pasta. Have to take a look at the budget to assure that there is enough to do this. Servers ran out of meat with about 15 people to serve. Otherwise a small per family fee to cover the increased cost of food will need to happen. Hospitality will also ask that only juniors and seniors bring donations of desserts next year. There are WAY to many desserts.

Packed desserts were frozen and served at mini camp.

The RSVP on charms was extremely helpful as well. Hospitality was able to tell how many families had not responded and how many were coming. It eliminated keeping track of a ton of email responses.

✓ Mini Camp

Mini Camp went well also. There was no trouble getting volunteers. All went smoothly.

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

Nothing to report.

XVIII. Announcements (Carol Tedeschi)

The next meeting is scheduled for October 7, 2013 - Rm. D180 - 7:00 p.m.

XIX. Adjournment (Carol Tedeschi):

The meeting was adjourned at 8:46 p.m.