

MUSTANG BAND BOOSTERS

Meeting Minutes

March 3, 2014

Present: *Executive Board* members in attendance included, Carol Tedeschi, Danielle McDaniels, Paul Meek, Bill Shimanek, Theresa Herstowski, JoAnn Wiechec, Judi Swain, Kathy Seitz, Lisa Joseph, Barb Rustik, Lynn Filla-Clark, Craig Roselieb, Greg Hensel

General Board members in attendance included, Chris Arlt, Lori Jarmakowicz, Laura Guagliardo, Gretchen Shearer, Mike Legel, Jim Rustik

Also in attendance: John Quinn

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

The meeting was called to order by Carol Tedeschi at 7:03 p.m.

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

John introduced the new Student Band President (Rachel Fisher) and one of the Co-Vice Presidents (Rachel Grudzinski) Co-Vice President (Brooke Nuccio) was not present for this meeting.

Events Since Last Meeting

- Marching Mustangs Recruitment Night (Feb. 11)
- Winter Guard Show (Feb. 16)
- "Getting Acquainted Night" for Marching Mustangs (Feb. 20)
- Market Day (Feb. 22)
- Game Night (Mar. 1)

Upcoming Events (March)

- CB/WS Concert (Mar. 4)
- SB/WE Concert (Mar. 6)
- IHSA Solo & Ensemble (Mar. 8)
- First Marching Band Rehearsals (Mar. 13, 18, 25)
- Butterbraid Delivery (Mar. 20)
- ISU Jazz Festival (Mar. 22)

Anything for us?

- Lynn Filla-Clark requested volunteers for the band concerts this week March 4th and 6th to pass out Butter Braid samples. 6-7 volunteers needed by 6:15 p.m.
- Volunteers will also be needed for Butter Braid pick-up. 4-6 people. An email will be sent closer to the day. Pick-up is 5-7 p.m.

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

Motion for Approval of the February 3, 2014 minutes by: Bill Shimanek

Seconded by: Lynn Filla-Clark

Time of Approval: 7:10 p.m.

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

Paul reported the following:

Total cash receipts during the month of February were \$18,838, while total cash disbursements during the same month were \$5,215. The primary sources of cash were as follows:

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Winter Competition	\$8,717
2014-2015 Activity (Marching Fees & Booster Dues)	6,825
NIU Jazz Ticket Payments	1,724
Market Day	747
2014 Music Bowl	450
Game Night	150
2013 Marching Mustang Fees	113

The major categories of payments during the Period were:

Winter Competition	\$1,776
Purdue Jazz Trip (Hotel)	1,587
Chamber Music Instructors	1,020
2014-2015 Activity	524
Directors Discretionary	117
Game Night Expense	110
NIU Jazz Expense	83

Total Cash On Hand at February 28 = \$104,898

Some budget questions were addressed during this time. Carol requested a motion to approve the 2014-2015 Marching Band Budget.

Motion for Approval: Judi Swain

Seconded by : Barb Rustik

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

Bill reported the following:

The preliminary 2014 - 2015 Marching Band Calendar has been input into the Charms

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

Nothing to report.

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

Laura reported on the following:

Since the last report, the winter guard has performed at the DGS home show on 2/16/14. At that show, the four senior members, Bella Cherry, Hannah Borchardt, Janelle Bernaky, Tegan Mallahan were recognized for their participation. Tom Roth will be providing the report relative to other aspects of the home show.

Over the past several weeks, the guard and staff have been working on changes to the performance in light of judges' comments. The next competition is this Saturday 3/8/14 at Lake Park. The color guard will also compete at the Carl Sandburg show on 3/23/14. The final competition is the MWCGCfinals in LaPorte over the weekend of 3/29/14-3/30/14. It is Laura's understanding that Jessica has submitted her 2014 budget for winter guard and that she is awaiting payment of some invoices.

Once competitions are complete, Laura will be collecting all costume pieces and warm up pieces each girl has utilized during the season. Please contact Laura with any questions or concerns.

✓ **Winter Guard Show Report (Tom Roth):**

Weather held up for the show. 30 groups were able to attend. Performances were given by student's age 3rd grade - college. There were approximately 590 spectators and 100 volunteers.

Tom thanked the Band Boosters, parents, students, and alumni for their help and support. Tom felt that the show ran well and that the flow was good. The volunteers were friendly and helpful.

Tom gave a special thanks to Carol Tedeschi, Laura Guagliardo, Jeanette Burton, and John Quinn for all of their extra help.

Tom is expecting the net profit from the show to be \$5,401.25.

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

Nothing to report.

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

Nothing to report.

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

Craig reported on the following:

2014 Marching Mustangs

- Jessica is not leaving but looking for a role with less responsibility, so is asking for some support.
- Marching Brass has been submitted for repairs - invoice will be as follows:
 - Mellophones: \$642.00
 - Baritones: \$750.00
 - Sousaphones: \$961.00
 - Total: \$2,353.00

New Event (just for this fall) for the Fall Calendar

- Grundy County Corn Festival and Parade - Sunday, September 28, 2014
- There will be a calendar meeting on April 21st to finalize the band calendar.

An updated calendar will be given out in May.

Sugar Bowl

- Any remaining balances from the Sugar Bowl will go back to the scholarship fund.

Student Activities Office Info

- Hiring of staff members with the district stipends will depend upon who is available to be hired for the whole season including the full summer

Concert Season Continues

- March Concerts - Tues, March 4, WS and CB, Thurs, March 6, WE and SB
- IHSA Solo & Ensemble Contest - Saturday, March 8 at Hinsdale South HS

Wind Ensemble Performance in Carnegie Hall - 2015

- Tentative Date plans would include either of the following : Weekend trip - Saturday evening performance, March 21 (missing school Friday and Monday) or Spring Break trip - leaving Friday after school and returning on Tuesday, March 31
- Proposal will be finalized in April and submitted to the BOE for approval
- A flyer was distributed with tentative costs.

Band Director To-Do List - Other Stuff

Greg requested a budget for the Pep Band to cover food costs at alumni night and to offset the cost of a purchase of hockey or t-shirt jerseys if possible.

Paul reported that this portion of the budget is decided in April, so this will be tabled until the April meeting.

✓ Jazz Activities Report (Glenn Williams)

ISU JAZZ FESTIVAL

The South High School Jazz Ensemble, Jazz Combo and Jazz Workshop will participate in the Illinois State University Jazz Festival on Saturday, March 22, 2014. The performance time is 1:00 p.m. The groups will perform for adjudicator comments and ratings. Additionally, the students will hear other high school jazz ensembles perform and get to hear guest artist Dave Pietro.

COMING JAZZ EVENTS

April 10 Spring Jazz Concert - 7:00 PM - DGS Auditorium

May 14 Jazz Ensemble at Fitzgerald's in Berwyn

May 22 Jazz Lab Band at Mullen's - 6:30 PM

May 27 Jazz at Fishel Park - 6:00 PM

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

NIU money collected: \$1659.75 plus \$120 Carol collected since the February meeting. \$2000.00 needed to be collected to pay NIU and break even. The dinner cost was \$383. This is usually covered with door ticket sales which only totaled \$70.

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

Carol reported on the following:

- ✓ Carol thanked Tom Roth and all the committee chairs for a successful Winter Guard Show.
- ✓ A special thank you to Tom Roth for his exceptional organization of this year's event as well as Jeanette Burton, John Quinn, and Tom Tedeschi for their many hours of help setting up the school the night before.
- ✓ Carol also thanked Peggy Nuccio and rest of the Game Night committee for a successful and fun evening. The Mardi Gras theme seemed to be a big hit everyone seemed to enjoy themselves.
- ✓ Thanks to Jan Colip for co-hosting Marching Band 101 class for incoming parents on February 28. There was a good turnout of 8th grade parents.
- ✓ Marching Band scholarships will open March 15th - April 15th. Carol will send out an email notifying students of this opportunity.

VIII. Vice President of Communications & Public Relations

(Pam Baker):

Nothing to report

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

Greg suggested changing the domain name for the Band Booster website to dgsbandboosters.com for a cost of \$50 for two years. This would eliminate the weebly.com as part of the url.

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

1. Market Day (Jenn Reimer)

- a. February: Market Day was on February 22, so it's too soon for results. Results at the April meeting.
- b. March is not a band month for Market Day
- c. Next Market Day is in April.

2. Restaurant Fundraisers (Sherri Ghazaleh)

- a. Set up the next fundraiser for Wednesday, March 12, from 12 pm - 8 pm
- b. An email will be sent out with flyers as soon as we get them from Panera
- c. A graduated percentage will be earned:
 - 20-30 Flyers: 10% of net sales from redeemed flyers
 - 31-49 flyers: 15% of net sales from redeemed flyers
 - 50+ Flyers: 20% of net sales from redeemed flyers

- d. Checked out Meatheads - percentage was fairly low -15% max.
 - e. Will be looking into Carrabba's to set something up for the next restaurant fundraiser
3. ButterBraids (Christine Arlt)
- a. Butter Braid Fundraiser is in full swing;
 - b. Sale dates are from Feb 24 thru March 12. Delivery is on Thursday, March 20th.
 - c. Samples will be provided at the March 4th and March 6th concerts. Butter Braid has agreed to provide 9 Butter Braids for each concert, free of charge. They will be dropped off at the school the afternoon of the concerts. Volunteers will be needed volunteers to help before the concerts to frost and tray the Butter Braids; and also on March 20th to help with the Pick-up.
 - d. Price is \$13 per braid; Cost: \$7.80, with total profit of \$5.20 being split evenly between band and student accounts.
 - e. A check will be needed on March 20th to pay for the Butter Braids.
4. Plant Sale (Charlene Kubik)
- a. Plant sale is also getting started
 - b. Charlene Kubik has sent details for Rolando to post to the website - but thinking of waiting until after the concerts this week, especially since reminders will be sent out for Butterbraids this week and don't want to overload people
 - c. All orders are due April 17
 - d. Pick up for plants is May 10 - and we'll need lots of volunteers on the morning of pick-up
5. GFS Marketplace
- a. Submitted registration form to GFS - they mail it to their HQ in Michigan
 - b. They'll print out enrollment forms for individuals to sign up to participate.
 - c. Offered to come to school to explain to parents how the program works - *Could this be included at the parent social?*
6. Game Night (Peggy Nuccio)
- a. defer to Peggy and Carol for recap
 - b. 93 attendees signed. 3 paid at the door. And a few no shows.
 - c. \$1455 tickets, \$60 in donations

- d. \$2910 less (\$790 went to student accounts)
- e. \$1890 for silent auction
- f. 273 for split the pot
- g. 173 donated by Rustik's who won split the pot
- h. \$4511 net profit

7. Smart Fundraising - thoughts?

Who would be in charge is this? Is it worth a try? Lisa stated as a formal consultant that the products are good, but expensive. Jim stated that too many fundraisers takes a toll on people and this may be too much.

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

Joanne reported on the following:

Marching Band 2014-2015

The new marching band season has officially kicked off.

Last season there were 132 members. Of the 132 members, 27 were seniors leaving a total of 105 students who could potentially be returning members.

Intent to Participate Forms have been received from 32 new students, 28 have made a financial commitment with at least the \$50 deposit. Of the 105 former, non-senior students, Intent to Participate Forms have been received from 44 students, 42 have made a financial commitment with at least the \$50 deposit.

So to-date, there are 70 students who have made a financial commitment to join the marching mustangs for the new season.

Financial activity for marching band fees:

\$	0.00	Balance on 2/11/14
	<u>6,450.00</u>	Deposits
\$	<u>6,450.00</u>	Balance on 3/2/14

Six families have paid their marching band fees in full.

There are currently have 5 new students that have paid for their marching band shoes (\$35/pair).

General Band 2014-2015

There are 3 families that have already become contributing members of the Band Boosters for the 2014-2015 school year.

\$ 0.00	Balance on 2/11/14
<u>150.00</u>	Deposits
<u>\$ 150.00</u>	Balance on 3/2/14

Marching Band 2013-2014

Only 1 color guard member, out of the 132 Marching Mustang roster, has not paid the final \$100 marching fee that was due on October 1, 2013. All other marching payments and shoe fees have been collected.

Numerous collection attempts have been made to try and collect these delinquent payments. Help has been sought from Carol Tedeschi and Mr. Roselieb, however, this payment has still not been received.

General Band 2013-2014

We currently have 67 families that our contributing members of the Band Boosters.

\$ 3,500.00	Balance on 2/2/14 (includes additional donations from 2 families)
<u>0.00</u>	Deposits
<u>\$ 3,500.00</u>	Balance on 3/2/14

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

Judi reported on the following:

There are still only 7 bands signed up. Peggy has sent four email blasts since going live in January. She plans to send another blast just before spring break. All but three judges have been confirmed.

There will be an initial Music Bowl meeting in late April/early May and the hope is to have some people in mind by then to shadow for the open positions that will need to be filled for the 2015/2016 school year.

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

Kathy reported on the following:

The balance of Student Accounts as of February 1, 2014 was \$4,993.74

Revenue in February includes: \$322.52 from December Market Day Sale.

Expenses in February include: \$5.75 for payment for NIU Jazz Trip.

The balance in Student Accounts as of February 28, 2014 is \$5,310.51

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

Lisa reported on the following:

The uniforms were sorted and bagged. They were picked up today. The estimated time for cleaning is two weeks.

The committee would like clarification on the attire for the marching band for the Memorial Day parade. The committee would prefer that the band wear District 99 polos and slacks in lieu of the marching band uniforms – Craig agreed to this.

Gloves and shoes for the new season will not be ordered until students have their official fitting.

XIV. Vice President of Volunteers (Karen Grudzinski):

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):

Nothing to report.

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

✓ Audit Committee (Bill Shimanek, Kathy Seitz, Danielle McDaniels)

The Audit Committee reviewed the financial documents from the 2012-2013 band year and presented their findings: The Organization's internal controls are adequate, receipts

are properly deposited and recorded, and disbursements are properly authorized and recorded.

✓ The nominating committee met to possibly fill some positions.

The following positions have been filled: Merchandise Coordinator, Jazz Coordinator, and Color Guard Coordinator: Carol introduced Barb Blaum as the new color guard coordinator to work with Laura Gaugliardo.

Positions open for next year: Comptroller/Charms Coordinator, VP Hospitality/Concert Band, Spring Banquet Co-Coordinator, Candy Bar Co-Coordinator, Equipment Coordinator, Fall Banquet Coordinator (2), Market Day Coordinator, Medical Coordinator, Parent Mentoring Coordinator, Restaurant Fundraising Coordinator

Positions requiring a shadow for next year: President, Treasurer, VP Music Bowl, Marching Band Picture Coordinator

✓ Hat Boxes (Jim Rustik)

Jim stated that Hat Boxes would be ordered this week with a return date for the end of April. Craig requested that the return date be pushed back to the end of the school year possibly as there is no where to store them unless they can be stored at a alternate site until the end of the school year. Jim will look into pushing the return date back.

XVIII. Announcements (Carol Tedeschi):

The next meeting is scheduled for Monday, April, 7, 2014 - Room D180 - 7:00 p.m.

XIX. Adjournment (Carol Tedeschi):

The meeting was adjourned at 8:47 p.m.