

# MUSTANG BAND BOOSTER MINUTES

June 2021

## I. Call to Order (Adela Meitz): 7:01

Virtual meeting called to order by Adela Meitz.

Executive Board Members in attendance: Adela Meitz, Alex Hewawissa, Glinda Tunney, Leslie Opila, Tracy Kenyeri, Cheryl Sumida, Phil Sumida, Jody Townsend, Alana, Christina Coyle, Melissa Melendez, Matt Plass, John Ford and Band Directors Greg Hensel

General Board Members in attendance: Erv Henderson

## II. Band President's Report:

No Band President for this year due to Covid-19.

## III. Approval of Minutes - Recording Secretary

Motion of approval of minutes by Christina Coyle

Motion seconded by Alex Hewawissa

Time of Approval: 7:02

## IV. Band Director's Report (Greg Hensel):

### -2021 Marching Mustangs

- 2021 is off and running! We had great rehearsals so far in prep for the 2021 season!
- Uniform production is underway with FJM and Creative Costuming -- the district has been generous and actually covered the purchase of a competitive uniform style, as well as a more traditional style for community and non-competitive events.
- New Parade Banner is being made as part of the order, as well.
- **Music Bow Update** -- an administrative Green light!
  - **Capacity** -- Just got word on Friday that with current stadium capacity at 60% and on track for no restrictions in the next few weeks, that we should go ahead and plan for a relatively functionally normal bowl event. WE should be in a position to allow normal ticketing rates, and allow all-day patrons to stay in the stadium.
  - **Judges** have been confirmed, and their information has been placed in the judge roster for 2021.
    - Reduced to 6 judges: 3 local, 2 not local but close enough to drive if we provide mileage, and 1 that will need travel and board, but has agreed to a reduced judging rate, since we are already paying him for consultation services.
    - We do intend to find volunteers for the announcer and timing manager, but the intent with timing, since there are no finals, is that we will expand the time between groups by a couple minutes and simply place a trusted

volunteer/staff in the position to track time, so that actual penalties will be minimal.

- **Program/Sponsorship**

- I've had two meetings with Mark Molinari, and it appears that, in addition to traditional sponsorship in the program, we should easily be able to integrate livestream sponsorship for the event, as well!
  - The indication is that we should be able to accommodate most any kind of sponsorship opportunity into the livestream, including
    - Logo's/banners before classes/between groups/classes
    - Sponsorship videos (commercials)
    - "Ticker" sponsorship
  - I do NOT think we need to necessarily use all of these, but the point was that we have the technology to support it.
  - It is managed by INSERT NAME -- so the associate cost will basically be seeing if he can work the event or train someone to run it.
  - These could be included in current sponsorship plan, or made as separate opportunities -- if there are any parents with a better background of how to integrate these options into our current sponsorship options, we'd be happy to hear them, because I have NO experience in this kind of stuff for pricing purposes.
- Programs -- I think we should move forward with a digital program, designed for smart phone screens. I BELIEVE Canva provides templates for these aspect ratios
  - QR Code access posted across stadium -- can discuss free vs paid. In 2019, the printing costs and program sales were pretty close, so I'm not sure it's worth printing at this point.
  - Sponsor benefit -- more exposure and can include active links to websites imbedded in the ad
- Food
  - At this point, cleared for anything packaged.
  - Anticipate normal food operations to be available by the event, but I'll update if that changes.

### **Concert Band Info**

- SUMMER - Planning for a year of NORMAL!

### **Band Director To-Do List:**

- Parent Social - June 29th – Adela Meitz and Christina Coyle to lead it
- Get shirt sizes/roster for students and staff with design to Leslie Opila
- Submit work order for tables
- Decide if Will or Greg (or both) will stop into MM 101 to share a few thoughts

### **Parent Social:**

- 2 Chromebooks for Christina

## **V. President (Adela Meitz):**

Positions needing to be filled for next year:

- Secretary
- Uniform Co-Chair
- Jazz Coordinator
- Winter Guard Show Coordinator
- Banquet Coordinator
- Plant Sale Chair

Positions requiring shadows for next year:

- Student accounts
- Social Media/Website
- Spirit Wear
- Music Bowl Co-Chair

## **Discuss Summer Needs of MB**

Parent Social/Marching Band 101 Tuesday, June 29<sup>th</sup> from 7-9pm

7 to 8 in band room Marching Band 101 for incoming freshman and returning sophomore parents. Adela and Christine.

7:30 to 8:30 parent social outside by stadium. Boosters.

Tables set up for welcome table, medical (Christine), music bowl volunteers, uniform volunteers, snacks, swags and means, and spirit wear.

8:30 to 9 stadium for mini performance

Adela will send invite out to families. All available boosters are asked to attend.

Adela will be graduating students in Charms in the next month.

## **VI. Comptroller**

No report

## **VII. VP of Music Bowl (Cinda Lester):**

## **VIII. Treasurer (Alex Hewawissa):**

**Current Balance, SDMARM Account as @ 6/1/21: \$45,663**

- Up \$2,211 from last month
  - Note; Student Account Funds ~\$16K, included in above total
  - = ~\$29k available funds
- Balance this time LY: \$40K
- See last two pages of SDMARM report on page two.

## **Notable recent transactions last month**

- \$5,382 (on 5/31) Rev Track deposit – Marching Band fees.
  - So far we have received \$21k from Marching band fees
  - I also received details of this deposit by student name (as entered in Rev Track) from Samia Khouri (District 99 Accountant).
    - I provided Christina Coyle a copy
    - Please let me know if anyone needs this report to track payments
  - \$187 Rev Track service fee (3.5%) charge for above transaction
- \$3,000 payment for Visual design (Michael Gaines)
- \$722 for Senior Plaques
- \$400 Music Bowls fee deposit; \$200 each from Minooka HS and Joliet Township

**Highlight & updates:**

- Nothing eventful last month

**Extract (last two full pages) of SDMARM Account Balance as @ 6/1/21 (source, Samia Khouri) below:**

Account Code	Transaction Date	Transaction Description	Transaction Amount	Vendor Name	Check Date	Check Number	Vendor Number
<b>9SSDMARM</b>	10/29/2020	OCT REVTRAK SRVC FEE	(\$52.35)				
	10/29/2020	REVTRAK SRVC FEE REVERSED	\$52.35				
	11/17/2020	SEASON VIDEO PROD.	(\$7,600.00)	BITTER JESTER STUDIOS	11/17/2020	53616	1085445
	11/18/2020	BAND FEES	\$225.00				
	12/17/2020	AMAZON.COM	(\$287.49)	COMMUNITY HIGH SCHOOL DIST 99	12/17/2020	53629	1063117
	12/17/2020	BUTTER BRAIDS INCOME	\$848.80				
	12/17/2020	DONATION A. MEITZ	\$100.00				
	12/30/2020	REVTRAK SRVC FEE 12/20	(\$2.62)				
	12/30/2020	REVTRAK DEP. DEC 2020	\$75.00				
	01/15/2021	POINSETTA SALE	\$16.00				
	02/17/2021	COLOR GUARD INSTRUCTO	\$1,700.00	JILLIAN SNYDER	10/02/2020	53595	1083618
	02/22/2021	STOP PYMT J. SNYDER	(\$30.00)				
	02/22/2021	REPL CHECK MAR-OCT	(\$1,700.00)	JILLIAN SNYDER	02/22/2021	53644	1083618
	02/25/2021	SQUARE WEEBLY	(\$149.75)	COMMUNITY HIGH SCHOOL DIST 99	02/25/2021	53645	1063117
	02/26/2021	REVTRAK FEB SRVC FEE	(\$1.74)				
	02/26/2021	REVTRAK FEB DEPOSIT	\$50.00				
	03/05/2021	BAND BOOSTERS FEE	\$25.00				
	03/25/2021	REIMB. SHIPPING	(\$20.85)	STEPHANIE PETERSON	03/25/2021	53657	9992219
	03/31/2021	REVTRAK SRVC FEE MARCH	(\$253.72)				
	03/31/2021	REVTRAK DEP MARCH 2021	\$7,270.00				
	04/13/2021	MARCHING BAND FEE DUES	\$350.00				
	04/13/2021	WINTER GUARD FEE/BND BOOS	\$50.00				
	04/16/2021	ORDER #000033470	(\$105.00)	FLOWER POWER FUNDRAISING	04/16/2021	53662	1085660
	04/22/2021	PLANT SALE	\$54.00				
	04/30/2021	REVTRAK APRIL SRVC FEE	(\$304.66)				
	04/30/2021	REVTRAK APRIL SRVC FEE	\$8,729.60				
	05/04/2021	MUSIC BOWL/JOLIET TWNSHP	\$200.00				
	05/11/2021	BAND BOOSTERS FEE	\$275.00				
	05/11/2021	MINOOKA H.S. MUSIC BOWL	\$200.00				

**Student Activity Analysis Report**  
**South High School**

Account Code	Transaction Date	Transaction Description	Transaction Amount	Vendor Name	Check Date	Check Number	Vendor Number
<b>95SDMARM</b>	05/11/2021	OSWEGO H.S. MUSIC BOWL	\$427.00				
	05/13/2021	BANQUET AWARDS	(\$429.96)	AWARD EMBLEM MFG	05/13/2021	53684	1072475
	05/13/2021	REIMB SUPPLIES	(\$63.75)	WILLIAM SUGG	05/13/2021	53687	9992247
	05/13/2021	SENIOR PLAQUES	(\$722.50)	TROPHYS ARE US	05/13/2021	53688	1011366
	05/13/2021	VISUAL DESIGN 2021	(\$3,000.00)	MICHAEL GAINES	05/13/2021	53685	1085743
	05/24/2021	PLANT SALE	\$130.00				
	05/31/2021	REVTRAK MAY SRVC FEE	(\$187.85)				
	05/31/2021	REVTRAK DEPOSIT MAY 21	\$5,382.54				
<b>Total:</b>			<b>\$45,663.10</b>				

**IX. Jazz (Glenn Williams via email):**

**X. VP of Ways and Means (Tracy Kenyeri):**

-Should be an email on Flower Power Sale shortly

**XI. VP of Membership (Christina Coyle):**

-81 students, 48 with medical forms,

- In process of transfers and new charm accounts. Working with Phil and Cheryl on updating the scholarships and transfers this week.

**XII. VP of Student Account: (Cheryl and Phil Sumida)**

Mustang Band Boosters

Report of Student Accounts

June 7, 2021

Beginning Balance	\$15,503.08
Revenue	\$0
Total Revenue	\$0
Expenses	\$2439.49

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Total Expenses

\$2439.49

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End  
Balance

\$13,063.59

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Notes                    \$1000 transfer to pay Marching Mustang dues  
                              \$400 reimbursement request  
                              \$239.49 request to transfer balance to FOFA

**XIII. VP of Uniforms (Glenda Wells):**

-hoping for volunteers at parent social

**XIV. VP Volunteers (John Ford):**

-working on estimate of materials and lumber

**XV. VP of Hospitality (Matt Plass):**

-Looking into HomeRun Inn since Al's seems to be gone for Band Camp Meals

**XVI. Coordinator Reports:**

**Spirit Wear Coordinator (Leslie Opila):**

-Questions for status of the design for budget and timing

**Banquet Coordinator Report (Jody Townsend):**

No report

**Medical Coordinator Report (Christina Coyle):**

No report

**Equipment Coordinator (John Ford):**

No report

**Jazz Coordinators (Sharon Gresik):**

No report

**XVI. Miscellaneous:**

Audit committee has finished their report and will send to Adela and Alex

**XVII. Announcements:** No meeting in July or August.

**XVIII. Adjournment:** 7:58 p.m.