

MUSTANG BAND BOOSTER MINUTES

March 2020

I. Call to Order (person): time

Meeting called to order by Gillian Lewis. Executive Board Members in attendance: Gillian Lewis, Jamie Nolan, Adela Meitz, Mary Spears, Amy Burrows, Galinda Tunney, Cinda Lester, Melissa Melendez, Jenn Bloom, and Band Director Greg Hensel. General Board Members in attendance: Joel Ley, Jan Colip, John Ford, and Glenda Wells.

II. Band President's Report (Emma Lafin):

No report

III. Approval of Minutes - Recording Secretary (Adela Meitz)

Motion of approval of minutes by Jenn Bloom

Motion seconded by Melissa Melendez

Time of Approval: 7:06pm

IV. Band Director's Report (person):

2020 Marching Mustangs

Section Leader Interviews this Friday - students have been given an assigned time.

Marching Band Kick-Off Night on March 9th. Format for this will change a bit. Most likely will be in the Cafeteria/Cafetorium.

Concert Band Info

Winter Band Concerts have come and gone. Very proud of the work our 4 bands have put in. The Wind Ensemble had a great combined concert with the Indiana University Concert Band. Concert Band, Symphonic Band, and Wind Symphony followed that up on the 25th with a fantastic night of music. All of the bands are performing well and progressing through the planned literature.

The Carl Sandburg Festival performance was cancelled due to a high number of scheduling conflicts. We are excited to offer a clinic experience for those students this coming Wednesday March 4th. Guest clinician, Ron Polancich, retired band director will be visiting us and working with the students.

Concert Band and Symphonic Band have the Elmhurst College Band Festival, taking place on Friday, March 13th. Students have been given a permission slip to get filled out and submitted by Tuesday March 10th. Looking forward to a fun day (away from school) to perform and receive clinician feedback.

Instrumental Music Day is coming up on Thursday March 26th. All bands participate in some form or fashion.

Orlando Trip 2020

Trip Meeting is set for March 10th at DGS. Please keep this date open on your calendars as we would like every participant present with a guardian.

Next rehearsal is on Monday March 16th - 7:00 to 9:00 PM.

Pep Band

Pep Band has wrapped up another successful season. Busy last day with the spirit week assembly and game on the same night.

Misc. Items

Plant Sale - Delivery May 9th

5:00 PM May 8th until 1:00 PM May 9th

V. President (Gillian Lewis):

FOFA

A fine arts department dine and share is scheduled at Home Run on Monday, March 23rd. The event will run from 11:00 am until 9:30 pm.

Cookie Dough fundraiser is currently underway. Orders are due by March 25th and orders will be delivered the week of April 13th. All funds raised will be used towards Fine Arts scholarships. There is a choir concert this Thursday the 5th, a dine and share at Dairy Queen will run all day that day.

Marching Band and Winterguard

The Winter Guard show was a great success, thanks to Jan Colip and Mary Spear for coordinating the event. A big thanks also to all of the parents, siblings and family members who volunteered to help during the event.

Marching Band kick off will be next Monday, March 9th.

Band Booster scholarship information will be shared later in March. We need about 4 or 5 volunteers to be a part of the scholarship committee.

The budget for next year's season has not yet been completed due to a number of unknowns for the season.

Misc., Unfinished and New Business

New volunteers have stepped forward to fill the following positions; Jan Colip - Student Accounts, Plant Sale Shadow, Glenda Wells - Uniform Shadow. Christina Coyle has volunteered to continue taking care of membership however will not have a student in the band program. A vote to change the wording in the bylaws to include alumni parents as potential band booster members was held and passed.

Gillian will bring up the need for volunteers during the kick off meeting.

VI. VP of Music Bowl (Cinda Lester and Melissa Melendez):

Eleven bands are registered. No schools have paid to date.

VII. Treasurer (Jamie Nolan):

Treasurer Report at end of meeting minutes.

VIII. Jazz (Glenn Williams via email):

Wednesday, March 11, 2020

Jazz Ensemble and Jazz Lab Band open for the Tom Fox/Brass Tracks Big Band at The Quarry in Lemont. Jazz Lab Band will perform from 7:00-7:30 PM; Jazz Ensemble will perform from 7:30-8:00 PM. Both groups will then stay to hear the Brass Tracks big band perform from 8-9 PM.

Saturday, March 14, 2020

Jazz Ensemble at the Naperville Jazz Festival. Jazz Ensemble performs at 3:30 PM at Nequa Valley High School. In addition to judges feedback, the students will get to hear the Pete Ellman Big Band with guest artists Wayne Bergeron and Denis DiBlasio.

Tuesday, May 12, 2020

Jazz Ensemble and Jazz Lab Band opens for Pete Ellman Big Band at La Quinta de Los Royos

IX. VP of Way and Mean (Amy Burrows):

This position needs a shadow.

Plant Sale

Starts 3/2/2020. Order forms are available for students to pick up by the mailbox in the band room and are posted to the website. Mr. Hensel will promote this week.

April 6 orders due

April 13 final orders due to company

May 9 is plant sale pick up. Has the parking lot been reserved?

X. VP of Membership (Christina Coyle):

No report

XI. VP of Student Account (Cheryl Murley):

**Mustang Band Boosters
Report of Student Accounts
Feb 29 2020**

Beginning Balance		16388.51
	Revenue	
	Winterguard Partial Payment (O. Byrd)	110.00
	Transfer to Sibling Account (Nolans)	0.00
	Total Revenue	110.00
	Expenses	
	Removal of duplicate 2019 Scholarship entries*	-1200.00
	2020 Orlando Band Trip reimbursement (P. Burrows)	-550.00
	Total Expenses	-1750.00
End Balance		14748.51

Notes

*\$1200 scholarship fund duplicate entries: M. Fischer, M. Leinart, E. Lewis, J. Murley, C. Nolan, S. Nolan were entered 06/19/2019 and re-entered by C. Wiseman in Jan 2020

XII. VP of Uniforms (Jenn Bloom):

Working with the band director to handle uniform fitting for Orlando trip. There are 27 students who are not in marching band so will need to have uniform fittings. How to handle shoes is still under discussion.

XIII. VP Volunteers (Maria Wooton):

No report

XIV. VP of Hospitality (Galinda Tunney):

No report

XV. Coordinator Reports:

Spirit Wear Coordinator (Leslie Opila):

If students are designing this year's show shirt the design will need to be chosen by early summer.

Plant Sale Coordinators (Joel Ley):

Plant sale starts 3/2/2020. Order forms are available for students to pick up by the mailbox in the band room and are posted to the website. Mr. Hensel will promote this week.

April 6 orders due

April 13 final orders due to company

May 9 is plant sale pick up.

There is a possible shadow for this position. Joel Ley will reach out to the interested party.

Winter Guard Coordinator (Jan Colip):

2020 Winter Guard Home Show

Event took place on February 23, 2020. The competition began at 10:25 am with the National Anthem sung Madeline Sutton, a junior in the A Capella choir. 20 guards competed The day went very smoothly thanks to all of the adult and student volunteers for the event. We had 4 minor injuries that were treated in the First Aid station. The event was over by 3:30.

We estimate 423 spectators in attendance which was slightly less but consistent with the last DGS home show. Total estimated income for the event was \$6414.36. \$458.50 Raffle, \$3423.00 ticket sales, \$243.00 flower sales, \$2214.56 total concessions, \$75.00 practice rental. Total expenses were \$1561.39 (MWCGC show fee paid by school, \$204 raffle winner, \$986.12 concession food, \$106.05 judges' hospitality food, \$45.32flower purchase, \$46.70 candy gifts, \$70.14 Awards, \$103.06 miscellaneous). Please see the attached detailed finances. The net estimated income for the show was \$4852.97.

Jan and Mary would like to thank everyone on the committee for all their work and dedication leading up to the show, as well as everything they did on show day. A special thank you to the band parents and students that volunteered their time to support the winter guard.

We would also like to thank Mr. Hensel, Mr. Williams, Jennifer Martinez, Mr. Brooks and the CMG staff for all of their work related to this event. A big thank you to Scott Sexton for running the 50/50 raffle. Thanks to all of the adults and students that volunteered during the show. In

particular, we would like to recognize all of the winter guard parents who helped to plan and work the entire day.

Please see attached list of students for volunteer hours.

A special thank you to the following people for donations made to the show:

- Dan O'Toole for donating new external signage (corrugated plastic signs).
- American Bagel Company for 5 dozen bagels
- Destination Athlete for their support in logo design and spirit wear

2020 Winter Guard Show Finances Overview				
Revenue				
Income	2018 Actual	2020 Budget	2020 Actual	Notes
Start-Up Cash	\$2,000.00	\$2,000.00	2,040.00	
Start-Up Cash (Returned)	-\$2,000.00	-\$2,000.00	-2,040.00	
Ticket Sales	\$3,440.00	\$4,500.00	3,423.00	Estimate 430 ticket sales from 2018. 423 in 2020
Concessions Sales	\$1,825.00	\$2,000.00	2,214.86	
Remote Concessions				Did not separate cash from concessions
Flower Sales	\$192.00	\$200.00	243.00	
50/50 Raffle Sales	\$324.00	\$350.00	458.50	Profit \$254.50
Perpertum practices time rental	\$250.00	\$0.00	75.00	1 hour of practice time
Donation Jar	\$30.00	\$0.00		Unknown. Did not separate.
Totals	\$6,061.00	\$7,050.00	6,414.36	
Expenses				
Item	2018 Actual	2020 Budget	2020 Actual	Notes
MWCGC Show Fee (Overage to be billed is included)	\$1,600.00	\$1,600.00	\$0.00	Paid by school
Awards		\$50.00	\$70.14	
50/50 Raffle Winner Payout	\$162.00	\$175.00	\$204.00	
Flowers (Senior Guard Members; Donated - Blaum's)	\$0.00	\$0.00	\$0.00	
Parking / Traffic Control (Donated - O'Toole)	\$0.00	\$0.00	\$0.00	Donated by O'Toole
Ticket Sales (Wristbands; Donated from Music Bowl)	\$0.00	\$0.00	\$0.00	Donated from Music Bowl
Concessions	\$736.75	\$1,000.00	\$986.12	
Judge Hospitality	\$156.92	\$175.00	\$106.05	donated by Ann: apple cinnamon bread, banana walnut bread, veggie tray, brownies, the table cloths, plates, bowls, and utensils
Flower Sales	\$179.92	\$250.00	\$45.32	Tags & ribbon donated by Lisa Thiel. Sold 38 (15 leftover from previous year, 12 deliveries) Only had to purchase 23.

Candy sales at Flowers			\$46.70	Sold 26. Estimate 5 deliveries.
Administrative	\$0.00	\$0.00	\$103.06	Paper, painters tape, and Gaffer tape (5). Printing & paper donated or by school
Total Expenses	\$2,835.59	\$3,250.00	\$1,561.39	
Revenue (Income /Expense)			4,852.97	

Jazz Coordinators (JoAnn and Mark Wiechec):

2020 Jazz Café expenses:

Sam's Club: lemonade mix
foam bowls
plastic cups
Chex Mix (3 – 40 oz. bags) \$37.15

Aldi: cookies (6 bags)
pretzels (5 bags) \$18.19

Total \$55.34

Regular and Decaf Coffee, along with coffee supplies, was donated by Peet's Coffee.
All of the lemonade mix that was purchased was used.
There were leftover bowls and plastic cups which will be put in the loft for future use.

NIU Jazz Ensemble Dinner expenses:

Dinner was catered by **Tommy R's Catering** in Willowbrook, IL and took place on February 4, 2020 at the Tivoli Bowl banquet room. We were provided with an estimate of 30 people to attend dinner. Actual attendance at dinner was 25.

Menu included: Caesar Salad, Penne Pasta with Pomodoro Sauce, Chicken Limone
Italian Sausage Pomodoro, dinner rolls, bottled water, cookies, coffee

Additional supplies purchased/donated: Plates/napkins (donated by Mark & JoAnn Wiechec), bowls for salad, plastic cutlery, ice, coffee and creamer (donated by Mark & JoAnn Wiechec), coffee supplies - cups, stirrers, sugar (leftover from Jazz Café)

Tommy R's catering (plus tip): \$400.00
Total Sam's Club: \$ 38.62
Total Jewel: \$ 6.09

TOTAL EXPENSES \$ 444.71

Note: payment to Tommy R's handled by Jennifer Parrott with school credit card

XVI. Miscellaneous:

N/A

XVII. Announcements: Next meeting scheduled April 6, 2020 at 7:00pm, Room D180

XVIII. Adjournment: 7:43pm

Treasurer's Report:

Marching Mustangs Financial Position

2019 - 2020

February 2020

Marching Mustangs Income	2019 - 2020 Budget	2019 - 2020 Actual	2019 - 2020 Difference (act.-bud.)
Fee Payment 115 full @ \$510	58,650.00	67,876.87	9,226.87
Rev track fees @ \$15 *115	1,725.00	0.00	(1,725.00)
Summer/Fall Fundraisers	200.00	232.00	32.00
Purdue Jazz		1,969.26	1,969.26
Parades	250.00	450.00	200.00
Merchandise Sales	500.00	439.00	(61.00)
Cheesecake fundraiser TBD		3,190.50	
Car Wash	900.00	1,564.00	664.00
Plant Sale	1,000.00	439.98	(560.02)
Fall Banquet	1,500.00	1,271.99	(228.01)
Savers	350.00	0.00	(350.00)
Music Bowl Funding (including r/e surplus)	33,650.00	46,404.23	12,754.23
Total Income	98,725.00	123,794.58	21,922.33

98,725.00

Marching Mustang Expenses	2019 - 2020 Budget	2019 - 2020 Actual April	2019 - 2020 Difference (act.-bud.)
Band Camp & Band Camp Supplies	5,000.00	8,025.99	(3,025.99)
Group Meals	3,500.00	479.16	3,020.84
Overnight Competition Hotel & DCI tix	6,000.00	4,878.75	1,121.25
Marching Mustang Show Shirts	1,500.00	1,574.00	(74.00)
Staff Apparel	1,000.00	1,506.00	(506.00)
Patch Awards & Sr Plaques	500.00	574.51	(74.51)
Sr. Parent Night	150.00	0.00	150.00
Marching Mustang Water	550.00	326.54	223.46
Miscellaneous Expense*	400.00	14,425.77	(14,025.77)
Uniform Cleaning	2,500.00	0.00	2,500.00

Misc. Uniform Equipment & Panels, Shakos	500.00	11,196.51	(10,696.51)
NIU Jazz		60.00	(60.00)
Gloves	750.00	0.00	750.00
Drum Major Uniforms	600.00	1,628.04	(1,028.04)
Color Guard Equipment & Uniforms	12,000.00	12,110.67	(110.67)
Shoes	600.00	2,380.70	(1,780.70)
Music License	1,800.00	5,848.99	(4,048.99)
Show Writing Software	200.00	198.99	1.01
Percussion Supplies	5,000.00	7,069.76	(2,069.76)
Marching Band Staff	40,300.00	33,571.19	6,728.81
Instrument Repairs	1,000.00	0.00	1,000.00
Travel supplies and equipment**	500.00	0.00	500.00
Pit Trailer	1,000.00	0.00	1,000.00
Truck Rental	1,500.00	4,494.62	(2,994.62)
Props	4,000.00	3,495.69	504.31
YIM Staff Leadership - Perry	1,500.00	550.00	950.00
Rev track costs***	1,725.00	771.57	953.43
Winter Guard Funding	3,000.00	1793.79	(1,206.21)
Music Bowl Supplies		623.88	(623.88)
Sound System		16,846	(16,846.39)
Total Expenses	97,075.00	134,431.51	(37,356.51)
	97,075.00		
		(10,636.93)	(15,434.18)

*Misc. Expenses itemized	
Marimba	\$ 4,742.00
Bass Clarinet	\$ 7,900.00
Lisle Pool	\$ 875.00
DaJuan reimbursement	\$ 250.21
Band Boosters supplies	\$ 11.98
Gas for UI and ISU	\$ 97.17
The UPS store	\$ 116.97
Postage reimbursement	\$ 27.48
Amazon MKTP (Dec 6)	\$ 112.31
Weebly San Francisco (Dec 6)	\$ 159.00

Amazon MKTP (Dec 23)	\$	68.97
United Parcel Service (Dec 23)	\$	12.26
Gillian Lewis UPS	\$	52.42
TOTAL:	\$	14,425.77

**Marching Band Boosters
Cash and Obligations Summary
2019-2020
February 2020**

Germany Trip	2,697.89
Chamber Music/Clinician Fund	1,035.91
Color Guard Fund	
Winter Guard Fund	1,007.63
Percussion Fund	1,103.28
Jazz Band Fund	1,393.46
Scholarship Fund	7,196.32
Student Accounts	14,748.51
 2019 Activity	
Performance Awards	-
Purdue Jazz	1,969.26
Due to Orch./Choir	-
Kane County	-
NIU Jazz	20.00
2019 Music Bowl	52,275.40
Judges, flights, trophies	(12,087.38)
Concessions Exp.	(10,655.84)
Pit stop, patches, programs	(2,036.73)
Total Reserved Funds in Checking Account:	58,667.71
 Retained Earnings	 15,043.31
 Marching Mustangs	 (10,636.93)
 General Band	 -
 Winter Guard	 -
 Balance in Checking Account	 63,073.79

