

# MUSTANG BAND BOOSTER MINUTES

September 9, 2019

## **I. Call to Order (Gretchen Shearer): 7:08pm**

Meeting called to order by Gretchen Shearer. Executive Board Members in attendance: Gretchen Shearer, Amy Burrows, Jenn Bloom, Christina Coyle, Maria Wooton, Robert Brandt, Galinda Tunney, Jamie Nolan, Gillian Lewis, Cinda Lester, Melissa Melendez, Adela Meitz, and Director Greg Hensel. General Board members present Leslie Opila and Jan Colip.

## **II. Band President's Report (Emma Lafin not present):**

No report.

## **III. Approval of Minutes - Recording Secretary (Gillian Lewis/Adela Meitz)**

Motion for approval of April 8, 2019 minutes by Christina Coyle.

Motion seconded by Amy Burrows.

Time of Approval 7:09pm.

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

### 2019 Marching Mustangs

First Competition completed at Lake Park - huge thanks to everyone, big collective effort for us to be successful. 2nd in class after prelims, 3rd Overall after finals - historically the highest placement for the Marching Mustangs!

Rehearsal happening right now - next rehearsal is Wednesday night 6-9, Friday 3:30-5, and then VJ Andrew on Saturday - going up against the top bands in the state.

One performance on Saturday. We are classified as AA due to band size, we will compete AAA on Saturday, as practice for ISU.

### Music Bowl

Working with Jennifer Martinez to find a meeting time, either 9:00 am or 2:30pm.

New trophies are ordered. Final roster of the participating bands needed to make the participation plaques.

Currently deciding who will do score tabulation - Craig Roselieb is unavailable this year. Rolando Cervantes has assisted Craig in the past and could be trained (free option) - I can reach out to a local contest runner that does scoring, we would have to pay him a fee.

### Concert Band

Bands are playing well to start the year. Challenging literature for all 4 levels.

Fall Concerts take place on Tuesday November 12 (WE Invitational) and Thursday November 14 (CB, SB, WS)

ILMEA Audition Sign-Ups happened in class last week. Auditions are on Tuesday October 1 at Carl Sandburg H.S.

#### Misc. Items

1-Minute Video - Episode 1 is available. Episode 2 to be released this week.  
New look in the band room (marching band leadership painted over the summer)

#### **V. President (Gretchen Shearer):**

##### Scholarships

16 applications received for the Don Wilson Scholarship. Five seniors applied for private lesson scholarships and four applicants were awarded two scholarships based on the strength of their applications.

Lesson Reimbursement: Kelly Jankowski, Carson Aldrich, Melissa Tepe, Cassie Tepe, Matthew Fischer, Connor Nolan, Sean Nolan, Morgan Erickson (deferred until Fall 2019). Joe Daniele was awarded a scholarship, but acceptance form and receipt were not received.

Marching Band Scholarships: Jordan Murley, Elliott Lewis, Claudia Bringle, Matthew Leinart, Connor Nolan, Sean Nolan, Jeff Weinholtz, Morgan Erickson, Matthew Fischer and Jay Wiseman. Matthew Elliott awarded a scholarship, but no longer in marching band.

Matthew Perry submitted drum major camp scholarship reimbursement late.  
Thank you to Adela Meitz, Gillian Lewis, Cinda Lester and Bob Brandt for serving on the committee.

##### Car wash June 15, 2019

Car wash made \$1289.00. Thank you to John Ford, Barbara Abarro and Mr. and Mrs. Hewawissa for supervising. Next car wash is September 15, 2019.

##### Audit

Student accounts from 2017-2018 need to be audited. The booster checking account for 2017-2018 was not initially audited, however, Mr. Williams still wants us to audit the account. Gretchen will try to get those audits done by the end of the year and by then the 2018-2019 accounts will be ready to be audited.

##### Charms

We renewed Charms subscription for one year to use for student accounts. Mr. Hensel has created a master excel spreadsheet that can be used for emailing.

##### Budget meeting (Paraphrased from the email sent to board on May 13, 2019)

Jamie Nolan and I (Gretchen Shearer) met with Mr. Hensel and Mr. Brooks in May. Jamie doesn't have the final numbers yet for the 2018-2019 season. Marching Band costs appear to have ended in the black, even though props were over budget. It looks like we will have some retained earnings (budget surplus) from the 2018-2019 season, but we don't know the final number yet.

The bass clarinet purchase was approved by the board, if there was funding in the budget. There is \$62,677.59 in the combined Music Bowl funds from 2016, 2017 and 2018. If we

reserve \$27,500 for the 2019-2020 marching band budget and \$27,500 for the 2020-2021 budget, that leaves \$7677.59. Since this was identified by the directors as a critical need, I proposed that we use this \$7677 surplus to cover (mostly) the clarinet. There were no objections to this after it sent to the board via email.

The two Marimbas had already been ordered and delivered and the Shakos have been ordered. Since it would cost us \$3,000 to return the marimbas (almost a third of the cost), the directors have talked to the school administration and the school is offering to cover these items for now as a zero interest loan to be repaid after the Music Bowl next year (~\$6200 for the Shakos and \$9,484 for the marimbas).

Some components of the sound system have been purchased, but further spending on this has been suspended. The cost of the sound system so far is about \$9823.98 which will likely be covered (hopefully for the most part) with the budget surplus.

The directors have made adjustments to the 2019 Marching Band budget, so it is balanced. The outstanding costs are the panels for the uniforms, extra cost for the overnight trip, senior dinner (which can be turned back into a senior breakfast) and possibly costs for the props. The directors are working on this and we are working adding some fundraisers. Any budget deficit from next year will have to come out of the Music Bowl reserves for 2020.

The slate for Executive Board was presented and voted on with challenge.

#### Board Election

Gillian Lewis - President

Adela Meitz – Secretary

Jamie Nolan - Treasurer

Mary Spear - Comptroller/Charms Coordinator

Robert Brandt - Vice President of Communications & Public Relations

Galinda Tunney - Vice President of Hospitality/Marching Band

Open - Vice President of Hospitality/Concert Band

Christina Coyle - Vice President of Membership

Cinda Lester - Vice President of Music Bowl

Melissa Melendez - Vice President of Music Bowl

Cheryl Murley - of Student Accounts

Open - Vice President of Uniforms

Jenn Bloom - Vice President of Uniforms

Maria Wootton - Vice President of Volunteers

Amy Burrows - Vice President of Ways & Means

#### Band Program Directors

Glenn Williams - Fine Arts Chairman - [contact info](#)

DaJuan Brooks - Band Program Director - [contact info](#)

Greg Hensel - Band Program Director - [contact info](#)

#### Student Band President

Emma Lafin - Band President

### General DGS Band Booster Board Members

Jan Colip - Banquet Coordinator  
TBD - Butter Braids Coordinator  
TBD - Cheesecake Co-Coordinator  
Jan Colip - Color Guard Co-Coordinator  
Mary Spear - Color Guard Co-Coordinator  
John Ford - Equipment Coordinator  
JoAnn Weichec - Jazz Coordinator  
Christina Coyle - Medical Coordinator  
Leslie Opila - Merchandise Coordinator  
Gretchen Shearer - Car Wash Coordinator  
Samantha Torres - Picture Day Coordinator  
Wendy Ley - Plant Sale Co-Coordinator  
Joel Ley - Plant Sale Co-Coordinator  
Alan Kwak - Video Coordinator  
Robert Brandt - Website / Social Media

### President's Meeting September 9, 2019

Choir is planning a raffle and a restaurant fundraiser.

FOFA lost all board members except for the president. They are holding an open house 9/9/19.

Parent Shout outs: Thanks to Erv Henderson and Janane Clemens for helping Gretchen distribute the marching band spirit wear.

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

5 schools haven't paid registration yet. We will now get an additional \$50 from each school.  
5 schools haven't provided show, transportation, class size information yet.  
Jon Hansen dropped out, so Greg will be the announcer. This will save us \$500 in fees.  
We have 3 traveling judges, so we'll pay 3 airfares and 2 hotels (one is staying with Mr. Brooks).  
Waiting to schedule the DGS Work Order meeting.  
Still don't know what practice field access will be like from the south / east.

Option of preordering MB T-shirts to sell day of (higher risk/larger portion of sales), or allow T-shirt company to sell on-line ahead of time and make on site day of (lowers risk/lower portion of sales). Vote was called-company will sell on-line ahead of time and make on site day of.  
Discussion regarding ordering Music Bowl patches with or without date. Vote was called-patches will be ordered without date and set aside enough for each DGS Marching Mustang.

### **VII. Treasurer (Jamie Nolan):**

Treasurer's annual report for General Band, Winter Guard, and Marching Mustangs at end of report.

### **VIII. Jazz (Glenn Williams via email):**

#### Jazz auditions are completed

Over 70 students auditioned for jazz bands at South High School, we are thrilled to announce we have three complete big bands. The ensembles are just entering their third full week of

rehearsal. With three full big bands, we continue to have large number of student musicians enrolled in jazz here at South High School! Once again for this year, every student who auditioned earned a spot.

#### Homecoming variety show

Both Jazz Ensemble and Jazz Lab Band will perform in the Homecoming Variety Show on Wednesday, September 18, 2019 at 7 PM in the auditorium at South High School. Tickets are available at the door.

#### Upcoming Jazz dates – 2019-2020

Below is a list of jazz performance dates for the 2019-2020 school year. Thanks in advance for all that you'll do to support your Mustang jazz musicians!

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

##### Fundraisers

Candlelight Bowling - need replacement (Adult Social)

##### Car Wash

Sunday, September 15, 12:00-4:00  
Sign-up Genius/Email went out tonight  
Thank you Gretchen for helping  
Kids given tickets in band today to "pre-sell"

##### Mattress Sale

Sunday, November 10 all day  
Waiting official approval from school

##### Cheesecake Sales

Pick-up Monday, November 25 5:00-7:00 pm  
Need Cafetorium

#### **X. VP of Membership (Christina Coyle):**

No report.

#### **XI. VP of Student Account (Cheryl Murley via Gretchen Shearer):**

The balance of student accounts as of August 1 was \$14,060.40.  
The total income was \$2,244.56 (plant sale proceeds)  
The total expenditures were \$2,997.19 (Senior accounts transferred to the scholarship fund)  
The balance of student accounts as of September 1 is \$13,307.77.

There was a glitch in Charms that added a large sum of money to certain accounts. The amounts above are the accurate amounts and glitch is being addressed.

#### **XII. VP of Uniforms (Jenn Bloom):**

Original competition drum major uniforms are being returned and new ones are being made.  
New marching uniform additions have been completed

#### **XIII. VP Volunteers (Maria Wootton):**

No report.

**XIV. VP of Hospitality (Galinda Tunney)**

Feeding the band is going well and volunteers have been helpful.

**XV. Coordinator Reports:**

**Medical Coordinator (Christina Coyle):**

No report

**Website/Social Media Coordinator (Robert Brandt):**

No report

**Merchandise Coordinator (Leslie Opila):**

Spirit wear web store sale sent well. Remaining items have been left with Mr. Brooks to distribute to students in class or rehearsal.

Web store for the warm-up suits is open until 9/15. An image of the logo is at the bottom of the page. Names can be added for an additional charge. Kids size large has been added to the size options.

Fall web store with items with a general band logo for all students in curricular bands will be next. Suggestions are welcome. There were two comments about the poor quality of the pajama pants offered last year. I will talk to the vendor to explore different brands.

**Winter Guard/Fall Banquet Coordinator (Jan Colip):**

Fall banquet will be held November 7, 2019.

Winter guard show scheduled for February 23, 2020.

**XVI. Miscellaneous:**

**XVII. Announcements:** Next meeting scheduled October 7, 2019 at 7:00pm

**XVIII. Adjournment:** 9:18pm

**Treasurer's Report:**

**General Band 2018-2019**

**April**

<b>General Band Income</b>	<b>2019 - 2020 Budget</b>	<b>2019 - 2020 Actual</b>	<b>2019 - 2020 Difference (act.-bud.)</b>
Membership Fee	3,300.00	50.00	(3,250.00)
Donations	0.00	0.00	0.00
Other	300.00	0.00	(300.00)
Cheesecake	500.00	0.00	(500.00)
Butter Braid	500.00	0.00	(500.00)
Plant Sale	2,000.00	0.00	(2,000.00)
Special Event Fundraiser	2,000.00	0.00	(2,000.00)

<b>Total Income</b>	<b>8,600.00</b>	<b>50.00</b>	<b>(8,550.00)</b>
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<b>General Band Expenses</b>	<b>2019 - 2020 Budget</b>	<b>2019 - 2020 Actual</b>	<b>2019 - 2020 Difference (act.-bud.)</b>
Director's Discretionary	500.00		500.00
Class & Achievement Awards	2,000.00	0.00	2,000.00
Chamber / Clinician Staff	1,500.00	0.00	1,500.00
Northwestern Field Trip	0.00	0.00	0.00
Jazz Café	50.00	0.00	50.00
Spring Banquet	0.00	0.00	0.00
Postage/Software/Banking	300.00		300.00
Music Licensing	400.00	0.00	400.00
Miscellaneous Expenses	200.00	0.00	200.00
Website Maintenance	200.00	0.00	200.00
Instrument Repairs	100.00	0.00	100.00
Germany Visit Funding	500.00		500.00
Jazz Fund Funding	500.00		500.00
Winter Guard Funding	500.00		500.00
Don Wilson Scholarship Supplement	1,500.00		1,500.00
Pep Band Jerseys	0.00	0.00	0.00
Junior High Night/Alumni Night	350.00	0.00	350.00

<b>Total Expenses</b>	<b>8,600.00</b>	<b>0.00</b>	<b>8,600.00</b>
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<b>Income - Expenses</b>	<b>0.00</b>	<b>50.00</b>	<b>50.00</b>
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**Winter Guard 2018-2019**

**April**

			<b>2019 - 2020</b>
<b>Winter Guard Income</b>	<b>2019 - 2020</b>	<b>2019 - 2020</b>	<b>Difference</b>
	<b>Budget</b>	<b>Actual</b>	<b>(act.-bud.)</b>
Membership Fee	5,200.00		(5,200.00)
Member Fundraising/Fall MM staff not used	450.00		(450.00)
Booster Funding	500.00	0.00	(500.00)
Marching Mustangs Funding	3,000.00	0.00	(3,000.00)
Home Show	3,000.00	0.00	(3,000.00)

<b>Total Income</b>	12,150.00	0.00	(12,150.00)
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	<b>2019 - 2020</b>	<b>2019 - 2020</b>	<b>2019 - 2020</b>
<b>Winter Guard Expenses</b>			<b>Difference</b>
	<b>Budget</b>	<b>Actual</b>	<b>(act.-bud.)</b>
Uniforms	4,550.00	0.00	4,550.00
Staff Payments	4,000.00		4,000.00
Floor			0.00
Rifles	700.00		700.00
Flags	2,200.00	0.00	2,200.00
Choreography/ tarp for 2018	700.00		700.00
Housing		0.00	0.00
Transportation			0.00
Screens			0.00
Misc. Expenses/ home show costs		0.00	0.00
<b>Total Expenses</b>	12,150.00	0.00	12,150.00
<b>Income - Expenses</b>	-	0.00	0.00



## Marching Mustang Financial Position 2019-2020

### August

	2019 - 2020	2019 - 2020	2019 - 2020
<b>Marching Mustangs Income</b>			<b>Difference</b>
	<b>Budget</b>	<b>Actual</b>	<b>(act.-bud.)</b>
Fee Payment 115 full @ \$510	58,650.00	45,849.78	(12,800.22)
Rev track fees @ \$15 *115	1,725.00	0.00	(1,725.00)
Summer/Fall Fundraisers	200.00		(200.00)
		0.00	0.00
Parades	250.00	450.00	200.00
Merchandise Sales	500.00	57.00	(443.00)
Market Day/Prints			0.00
Car Wash	900.00	1,289.00	389.00
Plant Sale	1,000.00		(1,000.00)
Fall Banquet	1,500.00	0.00	(1,500.00)
Savers	350.00	0.00	(350.00)
Music Bowl Funding (including r/e surplus)	33,650.00	33,650.00	0.00
<b>Total Income</b>	<b>98,725.00</b>	<b>81,295.78</b>	<b>(17,429.22)</b>

98,725.00

	2019 - 2020	2019 - 2020	2019 - 2020
<b>Marching Mustang Expenses</b>		<b>Actual</b>	<b>Difference</b>
	<b>Budget</b>	<b>April</b>	<b>(act.-bud.)</b>
Band Camp & Band Camp Supplies	5,000.00	0.00	5,000.00
Group Meals	3,500.00	0.00	3,500.00
Overnight Competition	6,000.00	5,138.75	861.25
Marching Mustang Show Shirts	1,500.00	1,574.00	(74.00)
Staff Apparel	1,000.00	1,170.00	(170.00)
Patch Awards & Sr Plaques	500.00	0.00	500.00
Sr. Parent Night	150.00	0.00	150.00
Marching Mustang Water	550.00	32.83	517.17
Miscellaneous Expense*	400.00	25,743.29	(25,343.29)
Uniform Cleaning	2,500.00	0.00	2,500.00
Misc. Uniform Equipment & New Panels	500.00	5,183.43	(4,683.43)
Season DVD & Recording	200.00		200.00
Gloves	750.00	0.00	750.00
Drum Major Uniforms	600.00	933.86	(333.86)
Color Guard Equipment & Uniforms	12,000.00	10,272.27	1,727.73
Shoes	600.00	(1,290.00)	1,890.00
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	5,741.71	(741.71)
Marching Band Staff	40,300.00	20,721.19	19,578.81
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	0.00	1,500.00
Props	4,000.00	2,888.97	1,111.03
YIM Staff Leadership	1,500.00	0.00	1,500.00
Rev track costs***	1,725.00	363.67	1,361.33
Winter Guard Funding	3,000.00	0.00	3,000.00
			0.00
<b>Total Expenses</b>	<b>97,275.00</b>	<b>84,521.95</b>	<b>12,753.05</b>
	97,275.00		
		(3,226.17)	(4,676.17)

**\*Misc. Expenses itemized**

Sound system equipment	\$16,706.10
Bass Clarinet	\$7,900.00
Lisle Pool	\$875.00
DaJuan reimbursement	\$250.21
Band Boosters supplies	\$11.98
<b>TOTAL:</b>	<b>\$25,743.29</b>

**Additional liabilities not in current budget**

2 Marimbas	\$9,500.00
Shakos	\$6,200.00
<b>Amount owed to D99:</b>	<b>\$15,700.00</b>

## Mustang Band Boosters Cash & Obligations 2019-2020

### August

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	1,543.46
Scholarship Fund	8,915.13
Student Accounts	11,648.14
2019 activity	-
Performance Awards	-
Purdue Jazz	-
Due to orch./choir	-
Kane County	-
NIU Jazz	-
2019 Music Bowl	3,000.00
2018 Music Bowl	29,027.59

### Total Reserved Funds in Checking Account

**59,979.03**

	Retained Earnings	15,043.01
Marching Mustangs		(3,226.17)
General Band		50.00
Winter Guard		-
Balance in checking acct.		71,845.87