

MUSTANG BAND BOOSTERS

Meeting Minutes

March 7, 2016

Present: *Executive Board* members in attendance included, Greg Hensel, John Quinn, Danielle N. McDaniels, Amy Burrows, Lynn Filla-Clark, Chris Arlt, Gretchen Shearer, Teri Azzarello, Christy Gergits, Linda Kozak, Christina Wiseman, JoAnn Wiechec, Robert Brandt, Dorothy Daniele, Kerri Atwood, Barb Rustik

General Board members in attendance included, Barb Blaum, Gerry Piccoli

Call to Order - President (John Quinn):

The meeting was called to order by John Quinn at 7:03 p.m.

Student Report - Student Band President/Vice President (Kevin Camp/Olivia Porcaro)

Since Last Meeting:

Great support from band for Winter Guard show.

Anything for Us?

Chris Arlt ask that students presidents remind students to pick up Butter Braid orders between 5:30 - 7:30 on Wednesday.

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

Motion for Approval of the February 8, 2016 minutes by: Lynn Filla-Clark

Seconded by: Barb Rustik

Time of Approval: 7:06 p.m.

Treasurer's Report - (Linda Kozak):

Linda reported the following:

Total cash receipts during the months of January/February were \$18,024, while total cash disbursements during the same months were \$21,564.

The primary sources of cash were as follows:

NIU Jazz	3,384.00
Purdue Jazz	4,663.00
Winter Guard	3,141.00
Cheesecake Fundraiser	5,878.00

The major categories of payments during the Period were:

Brent Turner Leadership Clinic	1,227.00
Marberry Cleaners	1,026.80
Midwest Color Guard Circuit	1,300.00
NIU - Jazz Program	3,300.00
Winter Guard Flags	1,697.40
Winter Guard Tarp	2,463.30
Winter Guard Uniforms	3,806.69
Tom Roth - Winter Guard Floor	939.97
Winter Guard Staff Payments	1,750.00

Important Reminders:

- Linda stressed the importance of ALL check requests coming to her first.
- Please scan any PCard purchases and give to Linda knows that a transaction has been made because it takes several months before the transactions post.

Coordinator Reports

✓ **Winter Guard Coordinator's Report (Tom Roth/Barb Blaum):**

Four shows left for Winter Guard before the season is over.

Band Director's Report - (Craig Roselieb):

Craig reported on the following:

2016 Marching Mustangs

- School Calendar has been finalized - On Google Now - Band Camp will be August 15 - 19

- Plans for a band trip to the 2017 Outback Bowl have been approved by the District 99 School Board - Parent meetings will be planned for the spring band concerts.

Music Bowl Things To Do

- 17 bands so far (Taft is on the sheet twice)

Student Activities Office Info

- 8 to 18 is now open as a school registration site only (special tab for marching band and color guard automatically waives the fee. Directors will coordinate this list with the booster membership vp on a regular basis
- \$57 Activity fee will be given to the school by transfer of funds from the Marching Band Fees
- All check requests must go through Linda Kozak 1st, not through Eileen Moroney
- Winter Guard Fees - any cash collected should be individually accounted for and given to Linda directly, not put in the mailbox. Hotel expenses should be submitted in advance and a check requested

Winter Guard Festival

- Special thanks to all who volunteered, and to Gretchen and Tom who chaired the event!!
- Tom Roth will report on the income

Concert Band Info

- 2016 - 2017 Fine Arts Department calendar with all performance dates will be posted in late March or early April

Band Director To-Do List - Other Stuff

- Do we want a Chicago Fire Date - or just stick with Kane County Cougars - Greg will follow-up about this.
- Confirm Saturday, August 13 as Car Wash Date - Gretchen confirmed the date.

✓ **Jazz Activities Report (Glenn Williams)**

✓ **Jazz Coordinator's Report (Gerri & Amy Piccoli):**

Ellington Sacred Music Tour a success

Thanks to the student musicians in Jazz Ensemble for sharing the sacred music of Duke Ellington and creating awareness for the D99 Memorial Peace Garden project through their performances in February. The ensemble played at three separate Methodist churches during Sunday morning services in the area. Rave reviews were heard as a result of these run-out community performances.

Tuesday, April 26, 7:00 pm - DGS Auditorium - Spring Jazz Concert featuring Jazz Workshop, Jazz Lab Band, Jazz Ensemble and the Jazz Chamber Ensembles. Admission is free and the public is cordially invited to attend!

Tuesday, May 31, 2016

Jazz Lab Band will open for the Pete Ellman Big Band at Base Camp Pub and Eatery in Lisle, Illinois. Our group will play from 6-7 PM and then stay to hear the first set of the Pete Ellman Big Band. Jazz Lab Band has done this for the past several years in May - it is a great way to students and families to celebrate a year of jazz performance in a professional setting. More specific information will be sent out to students/families as we near the event.

Tuesday, May 24, 6:00 pm - Jazz at Fishel Park - This is DGS annual concert with DGN. Bring the family and your lawn chairs for a great evening of jazz in downtown Downers Grove.

COMING EVENTS

April 23 - Naperville Big Band Festival @ Wentz Hall (Jazz Lab Band and Jazz Ensemble only)

April 26 - Spring Jazz Concert featuring all three big bands and both chamber groups.

May 24 - Jazz at Fishel Park - all 5 D99 bands share the stage for the opening of the DG Park District Summer Concert Series.

May 31 - Jazz Lab Band opens for the Pete Ellman Big Band at BaseCamp Pub and Eatery in Lisle, Illinois.

President's Report - (John Quinn):

John reported on the following:

Thanks are in order for the efforts of Boosters over the last few months.

- Theresa Herstowski and Dorothy Daniele and others for hosting Pep Band pizza parties and MLK Leadership Day.
- Uniforms and assistants for sorting uniforms, removing hems, managing the dry cleaning of uniforms and raincoats.
- Tom Roth for the Winter Guard props.
- The efforts of the Audit Committee: Kathy Seitz, Barb Blaum, Dorothy Daniele.
- The efforts of the Budget committee in January.
- The Piccolis and others for their work for the Jazz bands, including Jazz Café, the Purdue trip, and the NIU Tivoli night.
- Gretchen Shearer and others for helping with Orientation Night.
- Gretchen Shearer and Tom Roth and many others for a successful Winter Guard Home Show.

- Fundraising efforts by Lynn Filla-Clark, Jackie Prazak, Amy Burrows, Christine Arlt, and Barb and Jim Rustik with Delta Sonic car wash, cheesecake, BD Mongolian, Butter Braids, and the upcoming Bowling and Split-the-Pot event.
- ✓ Deb Hindricks has expressed some interest in participating on the FOFA board. FOFA is in need of members, and we would like to maintain having band representation in FOFA.
- ✓ Nominating Committee. Committee to include one director and three others appointed by the President and approved by an affirmative vote of a majority of the General Board. Needs include Comptroller/Charms, Hospitality, Uniforms (others?). Proposed members are Gretchen Shearer, Barb Rustik, and Dorothy Daniele.

Motion for Approval of Nominating Committee members by: John Quinn

Seconded by: Gretchen Shearer

Time of Approval: 7:38 p.m.

- ✓ Scholarship Committee. Committee to include 1 Director of the Band Program, the President and 3 other members appointed by the President and approved by an affirmative vote of the Executive Board. Will meet around May 15 when applications are due. Proposed members are Christina Wiseman, Gretchen Shearer, Amy Burrows

Motion for Approval of Scholarship Committee members by: John Quinn

Seconded by: Dorothy Daniele

Time of Approval: 7:39 p.m.

- ✓ General Band Budget - John proposed maintaining the budget that has been used for several years for 2016-2017. This is to be voted on by the Executive Board at the June meeting.
- ✓ The June booster meeting had not been on the Google calendar. It will be Monday, June 6.
- ✓ Parents 101 on Thursday, 3/10 will be run by Gretchen Shearer and Dorothy Daniele.
- ✓ The Boosters are deep into a three-year subscription of Charms. It ends in May. A new three-year subscription costs \$795.

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

1. Delta Sonic Car Wash -
 - a. We had 96 gift cards left over to sell - all sold between the 1st marching band practice and the Concert Band/Symphonic Band concert. Total Profit: \$500, split 50/50 between Boosters and Student Accounts

- b. If Boosters do this fundraiser again, and do pre-orders, suggest ordering additional cards to sell at winter concerts. Students whose families bought the leftover cards still earn money to student accounts.
 - c. Reminder - the 200 free gift cards was only a one-time offer. They will cost \$0.50 per card in the future.
2. Bd's Mongolian Grill -
- a. Some confusion on the profits - we had a check from BD's for \$372 - plus tips of \$100. But they've been in touch with John about a Tax ID # for a check for \$197? So we need to get this clarified.
3. Butter Braids
- a. Extended sale through Monday morning - as of Sunday sales were up to \$3,630 and she's expecting more on Monday morning. (Last year's sales were \$4,290)
 - b. We'll need student volunteers to help cut samples on each of the concert nights (2/23 and 3/1 at 6:15. We'll also need student volunteers on 3/9 from 4:00 until about 7:00)
4. Fannie May candy (like a restaurant fundraiser) - *Will not pursue this at this time. Will focus on the plant sale.*
5. Plant sale will start shortly.
- a. Charlene Kubik has details almost ready to go, so we'll have an announcement out about the sale soon.
 - b. Pick up will be Saturday, 5/7
6. Schwann's
- a. Amy's working on the online registration for this. Starting May 15th for forty-five days. Information will be coming out shortly.

Vice President of Membership- (JoAnn Wiechec):

JoAnn reported on the following:

Christina Wiseman will be the new VP of Membership as JoAnn Wiechec is a graduating senior parent.

The duties of Membership will be divided until the end of the 2015-2016 school year, with Christina handling all the Marching Mustang activity beginning with the kick-off on February 9th, and JoAnn continuing the General Band membership duties until the May Booster meeting.

Marching Band 2016-2017 season

84 students have made a commitment of intent for the fall. 34 are incoming freshman. \$12, 200 collected at this point.

Three families have paid Booster fees.

General Band 2015-2016

We currently have 72 families that have become contributing members of the Band Boosters for the 2015-2016 school year.

\$ 3,600.00	Balance on 2/5/16
00.00	Deposits
<u>\$ 3,600.00</u>	Balance on 3/4/16

Vice President of Music Bowl- (Peggy Nuccio/Tom Roth):

Peggy reported on the following:

As of today, there are 17 bands (3- A bands, 7-AA bands, 7-AAA bands) registered for Music Bowl. Fremd, Naperville Central, Normal Community are 3 new bands to the bowl and Romeoville is back. The rest are returning bands.

Last year there were 7 bands in each category.

Peggy has already sent a March email blast and will send another right after spring break, if not at full capacity by then.

There are still have two openings for judges (Visual General Effect and Visual Performance Individual). Peggy is waiting for names from Mr. Roselieb for the Visual General Effect judge. She is still waiting to hear back from Erica Bough to see if she can judge the Visual Performance Individual. Her husband Tom just confirmed today that he will be judging Music Performance Individual.

Peggy has asked Dr. Bough if the NIU Marching Huskies would be available to perform at our Music Bowl in exhibition. He indicated today that they are still in the process of completing the schedule for the marching band, so he will have to get back to us.

Vice President of Student Accounts (Kathy Seitz):

Kathy reported on the following:

The balance of Student Accounts as of February 1, 2016 was \$10,360.11

No Revenue in February.

No Expenses in February.

The balance in Student Accounts as of February 29, 2016 is \$10,360.11

The balance in Student Accounts as of February 29, 2016 is \$10,360.11

Vice President of Uniforms

(Barb Rustik/Leah Gurnic/Teri Azzarello/Leah Gurnic):

Barb reported on the following:

- Uniforms have been returned from the dry cleaners and the team will get started sorting and prepping for the new season.
- Now that the uniforms & raincoats have been cleaned, uniform moms can begin piecing items together and getting them ready for the new season. They are in need of new uniform hangers. Two companies have been found that sell wooden hangers at a reasonable price - perhaps the school has an account/special discount pricing. Uniform moms would like to order 100 to replenish what is broken and keep a supply on hand. The Hanger Depot (Box of 100/\$136.95) or Uline (Box of 100/\$160.00). Linda suggested that a P-Card be used to place the order. A request was sent via email on February 26th to Mr. Roselieb for the purchase awaiting confirmation that the hanger purchase was approved and ordered.

Miscellaneous, Unfinished Business, New Business (John Quinn)

✓ Audit Committee: (Dorothy Daniele, Barb Blaum, Kathy Seitz)

The Audit Committee concluded that the Treasurer's financial records accurately reflect the Organization's financial position as shown in the bank statements. "Accurately reflect" means the Treasurer's reports and bank statements agree and the discrepancies of differences in amounts are not material in nature. In the opinion of the Audit Committee, the Organization's internal controls are adequate to prevent improper and unauthorized disbursements. Receipts are properly deposited and recorded. Disbursements are properly authorized and recorded.

Announcements (John Quinn):

The next meeting is scheduled for Monday, April 4, 2016 - Room D180 - 7:00 p.m.

Adjournment (John Quinn):

The meeting was adjourned at 8:22 p.m.