

MUSTANG BAND BOOSTERS MINUTES

September 11, 2017

I. Call to Order (Gretchen Shearer): 7:03 pm

The meeting was called to order by Gretchen Shearer. Executive Board members in attendance included Gretchen Shearer, Arvinda Patel, Linda Kozak, Mary Spear, Dorothy Daniele, Kathy Seitz, Gillian Lewis, Teri Azzarello, Christy Gergits, Amy Burrows, and Craig Roselieb. General Board members in attendance were Chris Arlt, Nicole Krughoff, Mike Legel, and Samantha Guagliardo.

II. Band President's Report (Samantha Guagliardo)

Samantha reported that it has been an interesting start to school year with lots going on. Jazz band auditions are complete and all three jazz bands have been formed and rehearsal has started. The homecoming variety show is coming up. For the concert bands, the focus is on individual growth. Small group chambers are being worked on. The marching band had its first competition and it was a wonderful kick-off. The band placed 2nd in class AA, and this was a good motivator for the freshmen for the rest of the season. The band achieved the highest music score in class AA. The board members informed Samantha that the sign-up sheet for volunteers for the Music Bowl will be going up before the next meeting.

III. Approval Minutes – Recording Secretary (Arvinda Patel):

Motion for Approval of June 12, 2017 minutes by: Christy Gergits

Motion seconded by: Teri Azzarello

Time of Approval: 7:11 pm

IV. Band Director's Report (Craig Roselieb):

Craig reported the following:

2017 Marching Mustangs

- All Color Guard, Prop and Percussion Invoices have been submitted, but not all paid as of yet. Still waiting on a few. Will have a budget balance for these items by Oct meeting
- Membership payments are updated in charms. Still a few outstanding, but all data for scholarships, fee waivers, etc. has been entered. Linda and Gretchen worked on it along with Kathy.
- A payment was requested for Tom Bough, NIU as a clinician for our rehearsal tomorrow night from 6-9 pm \$250.
- Marie Czapinski met with us in August for a one-time fee of \$500. She has also been consulting on videos of our recent performances.
- Color guard and flute pictures can be done on September 21, 2017. Rest of the pictures that were taken in August should be in pretty soon.
- Choir concert was moved to October 12, 2017.

Music Bowl Things to Do

- Lakeview is confirmed for playing the national anthem on October 14, 2017 at the Music Bowl.
- Schedule will be complete by the end of September

Student Activities Office Info

- Band Booster SDARM account information has now been flowing from our new bookkeeper. Is there anything still not yet provided? Linda was concerned about reconciliation of online payments as money was not in the band account.

- Winter Guard show has been confirmed for Sunday, February 4, 2018. We will need to provide a deposit with the application by September 30, 2017.

Concert Band Info

- Wind Ensemble and Wind Symphony will compete in the Midwest Music Festival on Saturday, Feb 24, 2018.
- Concert Band and Symphonic Band will participate in a Plainfield Central Concert Band Festival on Saturday, March 3, 2018.
- Wind Ensemble will apply to the U of I Superstate Band Festival on Saturday, May 5, 2018 by recorded audition.

Band Director To-Do List – Other Stuff

- Next Year’s philanthropy project will be “Lungeivity.” The band will wear white gloves for the homecoming game, September 29, and pink gloves for the Oct 13 game.
- Tentative dates for Pep Band via GH: Saturday, December 16, 2017 – Alumni Night, and Friday, February 2, 2018, Junior High Night.
- A payment for Tom Bough, composer was submitted for a commission project we are supporting of his for solo trumpet. \$500 will be paid by boosters (out of chamber music fund) and \$500 by the school budget for new music.
- Why is money not in our account from the school.

A \$400 deposit for the composer consortium was paid to St. Charles High School last spring. An additional \$400 will be due later in the year.

V. President’s Report (Gretchen Shearer)

Gretchen reported the following:

- Senior night was a success. A big thank you to Carol Tedeschi, Christy Gergits and Jamie Nolan and all of the senior parents who came to help make signs.
- Band camp – Thanks to the many volunteers who came to feed the band. Theresa is looking forward to feeding the band before the game on Homecoming football game.
- The hotel is booked for the Univ. of Illinois overnight trip (Saturday Oct. 21). The room for the celebration afterwards is pending. I put in a request for a room in the union, but I was advised when I called that I should call contact Steve Peterson, please advise.
- Have the on-line payments after June 1 been posted to our account yet?
- The band booster membership dues letter will go out via mail (if board ok’s it) and through Charms when the lists are updated.
- A big thank you to John Azzarello and Tom Gergits for leading the pit crews and loading the truck for the competition. Also, thanks to Asia Rutledge for being the volunteer coordinator. It takes an army to replace the many hats that Tom Roth wore last year. Also, thank to Tom Roth for preparing the color guard fronts.
- Thank you to the Kozaks for going out and buying 2000 bottles of water.

VI. VP of Music Bowl’s Report (Kelly Wygonski and Dorothy Daniele):

Dorothy reported the following:

- 22 bands have registered for the Music Bowl. 8 in class AAA; 7 in class AA; and 7 in class A. Along with DGS that means 23 bands will be performing on that day. This is larger than last year so we will have to start at 10:45 am for the National Anthem with the first band performing at 11:00 am. All this means that buses and bands will be arriving a bit earlier than previous years.

- All judges and announcer have been secured.
- All bands have paid except 3. Will send a 3rd reminder to those not paid.
- Directors Packets were sent to all participating Band Directors. Have received 11 Band Questionnaires & Program Book Info sheets so far.
- 2 Committee Chair meetings so far and have 2 more to go, plus Volunteer Training meetings prior to the Bowl.

Issues:

- Lots happening at the school the day of event that could cause parking issues. PSAT for Juniors at 7:00am; varsity swim practice and soccer practice at 7:00am; girls volleyball practice and varsity football game review at 8:00am and the junior varsity crosstown football game is still on the schedule to play here, it will need to move to north.
- Had an issue with getting a Tax ID number/W-9 form for Concessions to use to secure a health permit. Eileen Maroney & Linda Kozak were working together to try to resolve. Linda has not heard anything but it should be resolved.
- Had an issue trying to get ticket pre-sales up and running with credit cards, but this will not be an option again this year as school is not ready. Can tickets be bought ahead of time through webstore? Currently there isn't an option on webstore to do this but Eileen Maroney was working on it?

Dorothy and Kelly met with Craig and Greg to go over all the items that needed attention for the Music Bowl. Craig will schedule our work order meeting with school administration for Thursday, September 21st at 9:00 am. Craig is currently working on the band performance schedule.

We are again doing the Ultimate Band Fan Fund Raiser Basket. Last year we made \$1,000-. All section leaders will be asked to gather a couple of dollars or so from each of the students to use to buy restaurant gift cards to place in the basket. We also accept any donations from anyone who wants to help. So far we have had donated: 2 stadium chairs; 2 Nike fleece caps; 2 umbrellas. We need a pair of men's & a pair of women's gloves; 2 blankets/throws; 2 rain ponchos; any restaurant gift card for chain type restaurants that have locations all over Illinois. Please contact Dorothy or Kelly if you'd like to contribute. Thank you!

The Jankowski Family would like to host a Committee Chairs & Spouses dinner wrap-up meeting at their home on Nov. 10th at 7:00pm.

VII. Treasurer's Report (Linda Kozak):

Linda reported that Total cash receipts during the months of June, July and August were \$20,413 while total cash disbursements during the same months were \$41,947.92. The primary sources of cash were as follows: Deposits for MM Fees \$7,942.31, Music Bowl \$5,150, Car Wash \$1,543, Kane County Cougar Game \$2,884, Parades \$1,775. The primary disbursements were; Staff Payments \$21,750, Color Guard 6224.13, Percussion Supplies 3456.12, Band Camp Meals 3634.94, Gloves \$1,481, Props 580.89.

Linda asked for a motion for approval of last year's financials and also the budget for the general band.

Motion for approval of last year's financials as prepared by Linda by: Dorothy Daniele

Motion was approved with yes votes from all board members present.

Time of Approval: 7:52 pm.

Motion for approval the budget for the General Band: Amy Burrows

Motion was approved with yes votes from all board members present.

Time of Approval: 7:54 pm.

Linda also reported the following regarding membership:

Marching Band 2017-2018

To-date, the marching band roster is at 114 students. However, 2 of those students have not yet made any payment. In total 16 students owe some portion of payment.

Assuming there are no further changes in the roster, a breakdown is as follows:

- Freshmen: 28 – 22 Marching band and 6 color guard
- Sophomore: 35 – 26 Marching band and 9 color guard
- Juniors: 26 – 22 Marching band and 4 color guard
- Seniors: 25 – 25 Marching band.

We currently have \$3154 in marching band fees/activity fees that are past due. Individual emails have been sent out by Mr. Roselieb.

To-date, we have had 5 students who have dropped after the June 1 refund deadline. A total of \$1382 was collected from these students but has not been refunded since they dropped out after the refund date.

Financial activity for marching band fees:

The balance reported on Financial Statement was \$38,604.16. Web store payments not recorded \$ 12150.84. Adjusted balance as of August 31, 2017 was \$48,955.00.

VIII. Jazz Report (Glenn Williams via email)

Glenn reported the following:

Jazz Audition are completed: This year over 75 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 rehearsals, and so far, it is clear the school year holds much sonic promise for each of the three ensembles. With three full big bands, this is the largest number of student musicians enrolled in jazz in the history of South High School! Once again for this year, every student who auditioned earned a spot – we were able to proceed without cutting any students!

Homecoming Variety Show: Both Jazz Ensemble and Jazz Lab Band will perform in the Homecoming Variety Show on Thursday, September 28, 2017 at 7:00 pm in the auditorium at South High School. Tickets are available at the door for this always entertaining spectacle that features a variety of student-led performing ensembles.

IX. VP of Ways and Means Report (Amy Burrows):

Amy reported the following:

- **Kane County Cougars:** August 13; played National Anthem; Tickets \$5 to student accounts; for future have to pre-order tickets now (300) and pay 20% to hold date/tickets; can raise or lower that pre-order total
- **Schwan's Cares:** 20% of proceeds to student accounts ended August 25; check to come in a couple of weeks. 5% of proceeds still going on.
- **Restaurant Fundraisers: Cozzi Corner** - Gretchen has contacted Wendy; Fundraiser to be held Wednesday thru Sunday of Homecoming week.
- **Savers:** October 28 (8:00-12:00); need volunteers for that day including student volunteers.
- **Fasano's Pies:** Orders go out October 30 for pick-up on November 20.
- **Car Wash:** Total profits were \$1543 – Huge thank you to Gretchen and Nicole.

X. VP of Student Accounts Report (Kathy Seitz):

Kathy reported that the balance of Student Accounts as of August 1, 2017 was \$10,076.25. Revenue in August includes: \$1,800.00 from scholarships. Expenses in August include: \$2,200.00 for Marching Band payments. The balance in Student Accounts as of August 31, 2017 is \$9,676.25. Nicole is to provide service hours to Kathy.

XI. VP Uniforms (Teri Azzarello)

Teri reported the following:

- 300 black; 200 white; and 200 pink gloves were ordered. 6 berets were ordered also.
- 3 pairs of shoes were ordered as well (Nathaniel Bloom, Brian Parilla and Steven Fudacz).
- All students were fit in record time (less than 2 weeks). It was very hectic the first day with new uniform moms and helpers who had not done fitting before. We need to work on the new system for signing up.
- The rest of the construction paper will still be needed to be laminated so that the uniforms can be labeled properly.
- Still have quite a few students that are still hanging up uniforms incorrectly even though they were shown how to properly hang up the uniforms.
- Students are not remembering to bring black socks at both the football games and the competitions.
- When the students put the mirrors away after halftime at football games please have them take their plumes off their hats. The plumes are getting bent since the ceiling of the trailer isn't tall enough.
- We need to work on a better system for loading and unloading the hats on the truck (I know it's being worked on by the equipment dads at the moment).
- Could we talk to the students about leaving their stuff all over the loft. When we went in the loft after the game Friday there was stuff scattered all over the loft (including a big tarp blocking the doorway).

XII. Coordinators' reports

Video Coordinator (Mike Legel):

Mike reported that he has captured the band at band camp and the Lancer Joust and intend to do all of the other competitions. He is also going to practices from time to time to capture these performances to assist in the instruction and for him to practice. He should make the football game halftimes unless work and commute interfere as they did on September 8, 2017. He is planning on being there this Friday and the others except the night before Music Bowl. It was decided that football games do not need to be recorded anymore.

Mike has this year set-up a playlist. If you lose the specific links sent out, all of the Football Games and Competitions he videos will be included. Not planning to include the practices unless there is a demand and the directors would like me to do so.

End of the season will bring a DVD of some type for everyone. Depending on amount of content will either be one or two disks. We may want to set up an order form just so I can see what the demand is. Not sure all of them were distributed last year or made it home with the students. To be determined. It should be available before Christmas.

Equipment Coordinator (John Azzarello):

John provided a feedback after the Lake Park competition in regards to loading and unloading the truck. Tom and John have both found multiple opportunities to make things better as the season moves forward. Here are pros and cons of their findings:

Pros: Tom and John were able to fit everything including space for the 2nd bass drum in the future. They had a good support crew of parents to unload when they returned back to school at the end of the day. No volunteers were hurt or equipment damaged and the band performance was not negatively impacted, which was a real concern for both, Tom and John. The pit parent volunteers were an awesome bunch.

Cons: Two new dads doing the organizing job this year. The cart of props for the front is very heavy, very big, and takes a lot of manpower to get on and off the truck. Due to inexperience, they did not have everything they needed to do the job (this has been identified and will be resolved for the next competition). They had a lot of “helpers” with suggestions that became more interference than assistance. Working on timing for loading and unloading and better methods of both. Suggestions will be taken after Tom and John have developed their system and worked it.

Spiritwear Coordinator (Nicole Krughoff):

Nicole will be meeting with Dave from Holy Cow to start another sale of spiritwear this week thru next week or the end of the month.

Color Guard Coordinator (Jan Colip):

Jan reported that the color guard had a great run at Lake Park. Uniforms looked good. The whole group is kind of fresh as there are no seniors in the group. Practice went well. Planning has started for winter guard auditions after marching band season is over. Will need support at the Winter Guard competition that would be hosted at DGS. Only 1 winter guard regional this year at Naperville Central. Organization of winter guard begins in November. Can more guard jackets be ordered as there are not enough for all to have on cold days. Suggestion was made for them to wear raincoats instead. Jan needs a list of students and parent of all color guards.

XIII. Misc

Christy reported that the Sign up Genius is working well. Volunteer hours still need to be put on Charms.

XIV. Audit Committee Report(Kathy Seitz, Gretchen Shearer, Cheryl Murley)

Kathy reported the following on behalf of the Audit committee:

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 any 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.

XV. Announcements: Next meeting is scheduled for October 2, 2017 at 7:00pm.

XVI. Adjournment: 8:45 pm