

## **Mustang Band Booster Meeting Monday, April 10, 2006**

### **CALL TO ORDER**

President Sandy Liedtke called the meeting to order at 7:30 p.m. Eli Tamondong was welcomed as a guest.

Members in attendance included: Renata Allelujka, Peggy Caraher, Bart Casper, Monika Cunningham, Tom Danko, Tracy Danko, Ann Del Bene, Karen Fraticola, Marla Hoffmeyer, Ron Hornish, Jeff Horvath, Diane Hundseder, Ed Kopytko, Terry Kopytko, Margaret Legel, Mike Legel, Sandy Liedtke, Alice Luetger, Amy Masek, Larry Masek, Deby Massa, Diane Mendoza, Karen Miller, Peggy O'Dell, Russ O'Dell, Karen Rooney, Craig Roselieb, Laura Sorce, Frances Spriet, Deb Stanger, Brian Vanderjack, Terri Vanderjack, Nancy Warmoth, and Glenn Williams.

All Executive Board members were present.

### **APPROVAL OF MINUTES**

The minutes were presented by Recording Secretary, Marla Hoffmeyer. Monika Cunningham moved that the minutes be approved, Diane Mendoza seconded the motion. The minutes were approved unanimously.

### **TREASURER'S REPORT**

Treasurer Tom Danko had two reports to present this month: the regular financial report and the budget for next year.

The only Marching Band changes this month are additional income from fundraising and the expense for the senior patches. General Band income is from the second band calendar check, receipts from Butter Braids, and the first deposit from the plant sale. The first payments to the Chamber Music instructors have been made. The year to date combined General Band and Marching Band profit is \$6,544. The balance in the checking account is \$36,870, but this includes \$400 of income for the 2006-2007 fiscal year. The first quarter earnings on the certificate of deposit were \$62.

Tom then reviewed the budget for next year. The Marching Band budget is based on 130 students. The parade income will be higher this year because this is the year for us to march in the Santa parade. The Market Day proceeds will be split between Marching Band and General Band – the June through September Market Day proceeds will go to Marching Band, and the other four band Market Days will go to General Band. Equipment expenses are for a second set of lights (\$3,000), a new podium (\$750) and

scaffolding (\$1,500). A donation from Music Bowl will be for the other band camp costs. Deby Massa questioned the transfer from the Bowl because it had not been approved by the Bowl committee. A question was raised about the storage of the scaffolding which will be stored where the towers are stored.

We currently have 118 students signed up for next year, there are 12 from last year that have not signed up but are planning to do so. The 2005-06 budget was based on 115 students rather than 130. BOA expenses are higher for 2006-07 due to the additional students. Staff apparel is to replace all the polo shirts for the staff.

At Craig's request, Eli Tamondong came to the meeting and gave a presentation on the new rifles. He explained the differences between the ones we have and the ones he wants for the color guard. The new ones are better weight balanced and are 39 inches long instead of the 36 inches. The new ones will be about \$32 each. Peggy Caraher asked Eli about various aspects of the new rifles. There was some discussion about the carwash money which is used for the warm-ups. The uniform fund in the budget is strictly for competitions. Peggy Caraher asked Eli about the cost of purchasing costumes because last year's costumes would have been \$10,000 to buy rather than make. Eli felt that the budget for color guard uniforms should be \$3,500 and equipment \$3,000, rather than the opposite as shown in the proposed budget.

Four members of the staff are paid through the school. The band makes supplemental staff payments for writing the work, and any extra marching band staff that may be hired. The staff budget is larger so that there are sufficient funds available if additional staff is hired.

Terri Vanderjack asked about gloves for Marching Band. She said the actual cost for last year was down because they over bought in the prior year. The additional amount needed is \$100, so the budget should be \$550. Craig said to take the extra \$100 off the cost of the podium too keep from increasing the total budget.

Karen Fraticola asked about the BOA expense and if this included food. This was followed by some discussion about band camp.

The General Band budget for 2006-07 shows lower membership fees to be conservative. Band Specialties will only include the band merchandise portion. The football game sales will be on the Marching Band budget. On the expense side, the Chamber Music program will be expanded to start in November because of its success this year. There were a number of questions regarding the General Band budget which Tom, Sandy and Craig addressed. Tom said that we would like to ratify the budget in May.

### **FINANCIAL SECRETARY'S REPORT**

Laura Sorce reported the beginning balance in student accounts as of February 28, 2006 was \$13,046.20. Revenue was from the February Market Day totaling \$346.91.

Deductions were taken for music lessons and Marching Band payments totaling \$272.00. The balance in student accounts, as of March 31, 2006, is \$13,121.11.

## **BAND DIRECTORS' REPORT**

Glenn Williams is pleased with the Chamber Ensembles. The Jazz Ensemble will perform at an invitational at Northwestern University on Thursday. He also announced that the directors have reallocated various band responsibilities between the three of them: Glenn – Jazz; Ron – Marching Band; Craig – Concert Bands.

Ron reported that the Marching Band calendar for next year is still being refined. Band camp is set for August 20-25. Morton High School is coming for the Music Bowl so we are going to Morton instead of Lake Park on September 16. The remaining competitions are:

Stagg High School	September 23
Lincolnway	October 14
ISU	October 21
BOA	November 3-5

Ron reported that the Samels will donate \$500 toward Dr. Tim's visit and the school will pay \$500. He would like to ask for \$1,000 from the Music Bowl and \$500 plus Dr. Tim's expenses from the Boosters. This will cover the \$2,500 fee plus expenses for Dr. Tim. The expenses should be minimal because Dr. Tim is combining his visit to Downers South with another function in the Chicago area. Friends of the Fine Arts are no longer giving college scholarships so the \$500 the Boosters usually donate for those scholarships is available to help pay for Dr. Tim. There were various questions regarding the expenses which would be incurred and what the limits are.

Mike Legel asked for specifics of what will be accomplished by Dr. Tim's visit. Ron responded that he will:

- 1) Meet with the Marching Band staff to discuss where we are and help devise a 5 to 10 year plan;
- 2) Hold a training session with the student leaders;
- 3) Will talk to and motivate the band students;
- 4) Meet with the Band Boosters.

Sandy estimates that the amount needed from the boosters is about \$800 (\$500 fee plus \$300 expenses). Sandy asked for a motion to approve the allocation of approximately \$800 for Dr. Tim. Mike Legel moved and Tom Danko seconded the motion. Craig said that the Bowl money will have to be approved separately by the Bowl Committee. This is a reallocation of the budget and required 2/3 approval by the Executive Board. There was no further discussion, motion carried unanimously.

Craig reported that the first calendar meeting was today and he should have dates for next year by the next meeting. August 31 to September 6 we will be hosting a German exchange group. A year from spring, we will be hosting their band. We will be traveling to Germany in 2008 with the DGN/DGS honors band. Wind Ensemble and Wind Symphony will perform at ISU on April 29. May 8 is the honors recital, and the Chamber Music recital is May 18.

### **PRESIDENT'S REPORT**

Sandy Liedtke thanked all the chairpeople and special committees for all their hard work this month. The outgoing chairpeople should be working with the new chairpeople during the next month. The new board will officially take over after the May board meeting. She asked people to keep their reports brief tonight and questions short and to the point since there is much business to cover at this meeting. Anything that can be addressed outside the meeting should. Sandy is having a Board Social on Friday, May 5.

### **VICE PRESIDENT OF COMMUNICATIONS' REPORT**

#### Fanfare:

Peggy O'Dell gave the Fanfare deadline of May 9. It will have the announcements from the banquet and will spotlight Dr. Tim's visit.

#### Website:

Jerry Olsen and John Knepper were not present and there was no report.

### **VICE PRESIDENT OF WAYS AND MEANS' REPORT**

#### Steak 'N Shake Community Night:

This is a new fundraiser and will be used to partially fund Dr. Tim's visit. The date is Sunday, April 23 from 5 to 8 p.m. The idea came from Mrs. Sugden (Brad was in the class of 2005.) Gift cards, take-out and dine-in all count toward the fundraiser. The Band Boosters receive 25% of the sales.

#### Market Day:

Karen Rooney reported that we made approximately \$350 this last Saturday. The next band Market Days are June, July and August. Summer and fall Market Day profits will now go to the Marching Band, the remaining Band Market Day profits will go to the General Band.

#### Plant Sales:

Karen Rooney reported that the order forms are still coming in. They have received 92 orders plus another 35 today. They expect to have more than 150 orders. The five patio pot winners have been selected: Vicky Freiberg (sold by Sam Bottorff), Marty Britt (sold

by Melissa Britt), Joann Cihlar (sold by Nicole Cihlar), Jill Coleman (sold by Trevor Kehoe), and Debra Miller (sold by Stephanie Miller). Pick up is Saturday, May 6, and anyone wishing to volunteer to help sort should e-mail Karen or Margaret.

Butter Braids:

Margaret reported for Karen Medek that most of the deposits have been made and the related bills paid. Karen was able to accommodate a few last minute orders. The profit was approximately \$1,200 which was split evenly between the students and the boosters.

2006 Season Band Merchandise:

New student band shirts will be available at May practices. The show shirt contest will be announced by June, and the parent-wear order forms will be updated by the June parent meetings. The profits from these will be split between Marching Band and General Band.

Max and Erma's:

Margaret reported for Joy Sharp and Debbie Spiewak. Max and Erma's fundraiser date is Monday, July 31, the night before the kickoff of the August practice schedule. The Boosters will receive 20% of the day's sales to Band patrons presenting band forms, either from lunch or dinner.

**VICE PRESIDENT OF MEMBERSHIP'S REPORT**

Nancy Warmoth reported that 98 students have paid one installment for Marching Band, 4 have made two payments and 2 have paid in full. There are still four that have not paid from last year.

**EQUIPMENT COORDINATOR'S REPORT**

Russ O'Dell had no report.

**HISTORY/TRADITION SECRETARY'S REPORT**

Historian – Mike Legel had nothing new to report.

**MARKETING/PUBLIC RELATIONS COORDINATOR'S REPORT**

Marketing/Public Relations:

Renata reported that Brian Keller's picture from Instrument Day was in the Downers Grove Sun newspaper. She is now working on the visit by Dr. Tim and the rest of the May activities.

Videography:

Mike Legel said that the video should be done by the banquet on April 27.

## **MUSTANG MUSIC BOWL COORDINATOR'S REPORT**

Sandy has five bands committed to participating in the Bowl and nine judges confirmed. She is waiting for commitments from 2 more judges. Chairpeople are still needed for volunteers, sponsorship and fulfillment. Lakeview Junior High may come to perform the National Anthem

## **SOCIAL ACTIVITIES COORDINATORS' REPORT**

### Concerts:

Karen Miller asked if they are to serve refreshments at the Honors Recital, Craig said it is not necessary. No bands are playing at the April 25 concert, so refreshments are only needed on April 23. On June 1 Wind Ensemble will perform with the choir, so we need to serve at that concert.

## **UNIFORM COORDINATORS' REPORT**

Terri Vanderjack and Diane Mendoza said that freshman and new marching band student uniform fitting will be Saturday, May 6 from 9 a.m. to 1 p.m. Returning marching band students will be fitted during marching band practice on May 19 from 3:30 to 6 p.m. They will be sending an e-mail notice to returning students and new members will be called and sent a reminder flyer. All uniforms will be cleaned after the Memorial Day parade.

## **VOLUNTEER COORDINATOR'S REPORT**

Alice Luetger stated that she has 3 chaperone volunteers for the ISU trip. Two of these are able to ride with the Wind Ensemble. She still needs another volunteer to ride with Wind Symphony and will send out an e-mail to appeal to those parents. Once she has the final itinerary from the directors, she will post it on the website for those parents interested in driving to ISU for the event.

She has spoken with John Knepper who will post any upcoming itineraries on the home page in the announcements as we do with banquets, fundraisers, etc. The next event needing volunteers is the Memorial Day Parade. For the Fourth of July Parade she will follow the same protocol as last year, and will finalize the details with the directors.

## **PARENT COORDINATORS' REPORTS**

### Color Guard:

Diane Hundseder stated that the carwash has been scheduled for Sunday, August 6 at Wal-Mart. There was some further discussion about the color guard uniforms with Eli.

Jazz Coordinator:

Laura Sorce said that things are set for the May 4 concert.

Spring Banquet:

Terry Kopytko reminded everyone that the banquet is April 27 at Ashyana. As of this afternoon, 156 people are coming. Because the band registration mailing did not go out as planned, Terry is extending the deadline for the \$17 price to April 14. The last day to receive reservations is April 17.

Mentoring:

Ed Kopytko asked for a list of the new band parents. Craig will have Eileen put a list together.

**MISCELLANEOUS, UNFINISHED BUSINESS & NEW BUSINESS:**

BOA:

Karen Fraticola has information regarding BOA. Both Marriott locations are available; the renovation is scheduled to be finished prior to BOA. The rate is \$5 more per room, \$129 instead of \$124. We need to decide which one we prefer. Craig decided that the Carmel location would be the best. Karen needs to commit to the number of students we have now so that enough rooms will be held for us. Mike Legel suggested that she confirm the renovation schedule and negotiate a lower rate if it is not done on time.

Heritage Fest:

Renata reported that we did not get the parking garage assignment, but the street vendor monitoring assignment has again been offered to us. The forms are due April 14. We are trying to find a business that would let us use their facilities if we do not want to have a tent at the Fest. We also need someone to chair this event. Jeff Horvath asked what the project is. Renata explained that we are to monitor the street vendors, there are six students per shift, and this is a General Band event, not just Marching Band. Russ O'Dell volunteered to serve as the chair.

Audit Committee:

Margaret Legel reported that the committee had not yet met; we are meeting on May 10. Margaret also pointed out that according to the bylaws, a third committee member is required. Deby Massa volunteered.

Bylaws Committee:

Renata distributed a summary of the proposed changes to the bylaws. These changes were e-mailed to the Board and the directors prior to the meeting. Funds restructuring is the thrust of the changes. The first 10 pages of the bylaws have only minor changes. The funds section previously had all the "saved" funds categorized together. The Bowl fund has now been separated into its own category. The Bowl fund has also been split into two funds: operating and support.

Deby Massa felt that to have the Bowl Committee have to go to the Board would tie her hands on decisions that have to be made quickly. The Bowl was originally set up for fundraising, but more so to introduce the community to the Marching Band and the Downers South music programs in general. If this had not been the purpose, the school would have charged the Bowl much more for the use of the facilities.

Craig asked why the bylaws committee chose to rewrite this section. Mike Legel explained that it was the secretiveness. Three hundred people work on the Bowl and no one knows what happens to the money. Craig explained some of the history of the Bowl and how it was designed to take some of the burden of the Marching Band off the Boosters. It has helped to support the Marching Band and this separate support has helped define that the Boosters are the *Band* Boosters, not the *Marching Band* Boosters. The Bowl Committee works year round, and does have a representative on the Booster Board who does give reports to the Board.

There was much discussion about the use of the Bowl money and the accountability of the Bowl Committee. Sandy said that she is looking for some checks and balances. She feels that more communication is better. There was a feeling expressed by several in attendance that, if band parents are being asked to work, they will be more willing if they have some say as to how the money is spent. Karen Rooney said that a financial statement would be good to have. Karen Fraticola suggested that if more people are aware of things, then more ideas will flow about good uses of the money. Jeff Horvath asked if the Bowl is a subcommittee of the Boosters. Craig responded that the old language of the bylaws defines what the Bowl is.

Tom Danko would like to be able to put excess Bowl funds into a certificate of deposit to earn more than what it is earning in the checking account.

Margaret did submit a suggestion for the bylaws regarding student volunteers. (This had also been submitted to the Board via e-mail prior to the meeting.)

Craig would like the next meeting to start at 7:00 p.m. and follow it with a meeting for of the Executive Board for the purpose of further discussion and finalizing the changes to the Bylaws.

The next meeting will be Monday, May 15. There were no other miscellaneous items or other business. The meeting was adjourned at 9:57 p.m.

### **Addendum to the Minutes**

Due to the length of the April meeting and the topics being discussed, the band camp contract was inadvertently omitted from the items presented to the Board for approval. Because the contract is due April 19 which is prior to the next meeting, it was sent via e-mail to the Executive Board and the directors. The total cost is \$27,845, of which a

\$150.00 deposit is due with the signed contract within three weeks from date of contract, and additional payments of \$6,961.00 each are due May 6 and July 6.

Upon their review, the Executive Board cast their votes via e-mail to President Sandy Liedtke. Sandy sent the following response to the Executive Board after tallying the votes:

“Thank you to all who have responded so quickly, those of you who have not yet do not need to as we already have our quorum of eight executive board members. Some of you were counted as one-half and I did not vote since there was not a tie.

The proposal passed unanimously.”