

MUSTANG BAND BOOSTER MEETING
Monday, August 7, 2006

CALL TO ORDER

President Marla Hoffmeyer called the meeting to order at 7:05. Members in attendance included: Renata Allelujka, Monika Cunningham, Tom Danko, Tracy Danko, Ann Del Bene, Karen Fraticola, Marla Hoffmeyer, Jeff Horvath, Diane Hundseder, Dave Johnson, Ed Kopytko, Terry Kopytko, Margaret Legel, Mike Legel, Sandy Liedtke, Alice Luetger, Larry Masek, Amy Masek, Diane Mendoza, Karen Miller, Peggy O'Dell, Craig Roselieb, Laura Sorce, Frances Spriet, Debbie Stanger, Terri Vanderjack and Glenn Williams.

Absent Executive Board members were: Russ O'Dell

APPROVAL OF MINUTES

President Marla Hoffmeyer informed the Board that the June 12, 2006 minutes will be approved by email.

TREASURER'S REPORT

Treasurer Tom Danko reported that the only expense for the 2005-2006 March Mustang Band was a bill of \$2,154 for cleaning uniforms. In the General 2005-2006 Budget, a check was paid to the Chamber Music Staff. The current band profit for 2005-2006 between Marching Band and General Band total \$838. A motion to transfer \$838 into the savings account was made by Tom Danko, and seconded by Monika Cunningham. The motion was approved with all the executive board in favor.

In the 2006-2007 Marching Mustang Budget, income received was \$1,500 for the Heritage Fest, \$600 for the Downers Grove Fourth of July Parade and \$400 from the sale of the Valu Cards. A total transfer of \$11,250 was made from the Music Bowl Account to the Marching Band Income. The money was allocated such that \$5500 went for Lights and Scaffolding and \$5750 went to offset Band Camp expenses. There were expenses for color guard equipment and uniforms.

In the General Band Budget of 2006-2007, membership fees of \$4,600 have been collected. Between both Marching and General Band Budgets, we have a total profit of \$37,894 at this time, but we have yet to pay for band camp and the sousaphones.

FINANCIAL SECRETARY'S REPORT

Laura Sorce reported the beginning balance in Student Accounts, as of May 31, 2006, was \$10,563.31. The revenue of \$2,800 came from scholarships for 14 student leaders, who attended the BOA Summer Symposium. The total expenses of \$700 were taken for Band

Booster Fees, Fundraising Expectation, Marching Band fees and San Francisco trip payments. The balance in student accounts, as of July 31, 2006, is \$12,663.31.

BAND DIRECTOR'S REPORT

Craig reported that Ron Hornish is gathering ideas from section leaders for band camp activities. He reported that they have 135 marching band members and that it has been a successful summer. They are monitoring the summer heat and taking appropriate precautions. They have a list for cabin assignments to give Alice and are requesting for more chaperones.

Wind Ensemble has been accepted into the IMEA all state competition. Thomas Bough from NIU will run a Band Boot Camp. They are scheduled to perform in Peoria at 8:00 a.m. on Saturday, January 27th.

Glenn Williams reported that the new tower and scaffolding have been approved. At this time we are borrowing a tower and looking into buying used scaffolding out of town. The Sousaphones have arrived and we now have a sharp sousaphone line of six members. Three scholarships were applied for this summer and were awarded from the Clarence Shoemaker Fund. A \$200 scholarship goes to three to four students a year to help with the \$400 marching band fee. The Mike Samel Spirit Fund awarded two scholarships in the fall and one in the spring. There is the Don Wilson Fund that had one applicant. The Bands of America scholarship comes from the Marching Bowl Fund. Awards do not necessarily have a scholarship attached to them. In the past, Friends of Fine Arts had awarded some scholarships, but are no longer. Regarding the San Francisco trip, one third of the families have marked on the form they would like some assistance according to Ann Del Bene.

Debbie Stanger and Ann Del Bene were assigned the task of being the San Francisco trip coordinators. Diane Mendoza also stepped forward to help them.

Glenn Williams stated exchange orchestra students from Germany will be coming the first week of school to stay with the orchestra parents and play at a Wheaton concert.

Tom Danko had a question regarding staff contracts and people for rehearsal.

PRESIDENT'S REPORT

Marla Hoffmeyer had several requests on the topic of budgets. When assisting/volunteering to do something for an event/committee, to check with the chairperson to determine the amount that can be spent on that item. No one should spend anyone else's budget without first getting their approval.

Regarding donations, Marla requested that people submit the amount of the items being donated to Tom Danko. This will be included as income in the financial reports and the

expense will be reported in the proper expense account. This gives us a more accurate record of what things cost and how much it truly costs to run the band program.

Marla informed us that if copies needed to be made for the band, this can be done on the school's copy machine in the office versus going to an office supply shop. This will help to defray band expenses.

VICE PRESIDENT OF COMMUNICATIONS' REPORT

Fanfare:

Peggy O'Dell reported she is awaiting all the articles in order to finalize the Fanfare.

Website:

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

VICE PRESIDENT OF WAYS AND MEANS' REPORT

Margaret Legel reported she needs approved and signed fundraiser forms for her files.

New Fundraisers:

Meijer Grocery Store: To sign up for a Member Card go online to www.meijer.com. She reported a one to four percent of grocery shopping on a monthly basis will be given to the Boosters account with a \$5.00 administrative fee collected. Margaret will advertise this information in the Fanfare, website and fall/spring handouts. She will monitor and determine if income exceeds the fees over the next two years.

Target "Red" Visa card had an income of \$1,058 from 438 people that went to the school, it cannot be designated to a specific organization.

Amazon Referral Links from the website has not been set up at the time. She is looking to get on line for Holiday shopping.

Presently Margaret is looking into meal fundraisers at Downers Grove Fuddruckers and Buffalo Wild Wings in Bolingbrook.

Current Fundraisers:

Max & Erma's on July 31, 2006 was very successful with just over \$480 raised. This is a better result than the breakfast fundraiser they used to do for us.

Candy Bar Sales: Amy Masek had nothing to report

Valucards: Dave Johnson reported that there are 250 with students. He has collected approximately one third of the money for the cards taken by students to sell. We would like to teach the students on how to use the cards so that they can sell them to their friends. At this time, mostly parents sell them.

Market Day: Margaret Legel reported for Karen Rooney that they received their usual 10% on sales.

Jewel Shop and Share Dates: Margaret Legel reported that the dates are as follows:

Monday – Wednesday Dates: 9/25-27/06, 11/27-29/06 and 12/18-20/06

The slips will be distributed when she receives them in the Fanfare and in the website.

Cheesecake: Monika Cunningham reported there will be cheesecake samples at both of the November concerts.

Band Merchandise Activities:

Margaret Legel reported that the designs for the Show Shirt Design Contest were collected and the winning design is at Holy Cow for artwork transfer on shirts. Show shirt sizes requests were sent to section leaders last week. They will be due on August 8, 2006 in order to have the shirts ready for Friday picnic at Band Camp. Extra show shirts can be ordered for \$9 each to avoid late night laundry needs after Friday night football/Saturday competition weekends.

The first order for Special Edition Parent Show /Music Bowl Shirts is due by the end of practices this week, August 11. A re-order will be due by Tuesday, September 5th to obtain shirts in time for competitions and our Music Bowl. Parent shirts cost is \$15. Orders are due by Tuesday, September 5, 2006 for the Screened Hoodies priced at \$22. We have the same design as last year: navy hoodie with the Columbia blue DGS Horse-Marching Mustang. She reported we have about a dozen or so left of the blue T-shirts from this summer left.

Margaret is looking for assistance in set-up at Band Camp Parent Picnic and the first Football Game. She is looking for a setup crew, staff tent crew and breakdown crew.

VICE PRESIDENT OF MEMBERSHIP'S REPORT

Mustang Marching Band:

Ann Del Bene reported that as of August 6, 2006, the Mustang Marching Band Membership totals 135 members.

In early July, a mailing went out to approximately 70 families with outstanding payments and/or missing medical forms. The reason half the band was missing payments and the necessary forms, is probably due to the fact that many families did not receive the registration forms in the mail. We will probably see the same problem with concert band and may have difficulty collecting the band membership fees. There was a good initial response of returns after the mailing but it has slowed down at this time.

She also reported that as of August 6, 2006, twenty students are missing one or more payments. Of these, three have requested scholarships totaling \$600. We are still missing medical forms for 27 students and another six did not submit a copy of their

insurance card. A total fifteen students have dropped from the Marching band since the Spring. Most refunds have been paid except for the three students who dropped band after the refund date.

We have received \$4,800 in general band membership fees as of August 6, 2006. That is approximately 96 students who have paid.

Ann reported that as of August 6, 2006, 144 people have registered and have begun making payments for the San Francisco trip. This number does not include DGS staff but does include five family members of the staff. The breakdown is as follows: Students 111, Parents 24, Siblings 4 and DGS staff family 5.

The total dollar amount turned in so far is \$22,625.00. The first payment was due on July 31, 2006. Payment has been received from 72 attendees. Payment coupons are available on the website and by the band mailbox. Email and verbal reminders have gone out. The payments are refundable up to January 12. We will need 14 parents to chaperone students on a ratio of one parent to eight students.

EQUIPMENT COORDINATORS' REPORT

Peggy O'Dell reported for Russ O'Dell that the Downers Grove Parking garage setting worked out well for the Heritage Fest with 89 volunteers. We received a check from the village and no complaints were noted from the Village staff on our performance.

HISTORY/TRADITION SECRETARY'S REPORT

Mike Legel reported from the history section that all band camp pictures are welcomed. They also have previous year's videos available.

MARKETING/PUBLIC RELATIONS COORDINATOR'S REPORT

Marketing/Public Relations:

Renata reported that the Car Wash was publicized in the Downers Grove Reporter. She is now working on the Music Bowl Public Relations.

Videography:

Mike Legel provided the video report, there is one video left to deliver from last year. Three open projects with regard to videos and updating the website are currently in progress. They hope to have time to complete them after the students are in school. Please submit any band camp pictures from your cameras. They will be videotaping practices and are open to any other suggestions as to what other items or events to include in the season videotape.

MUSTANG MUSIC BOWL COORDINATOR'S REPORT

Sandy Liedtke reported that 14 bands have entered the bowl. Most of the bands have sent in their registration fees totaling \$1,400 with five applicants outstanding at this time.

She stated there will be a concession meeting this coming Wednesday and a general meeting soon. We no longer have ConAgra able to donate most of the food for our concession stand. Jeff Horvath stated he would be glad to speak with a Gordon Food Distributor and will email Sandy.

Terry Kopytko solicited for ads and was given \$5 to \$10 in gift certificates with business cards from Jimmy's Grill in Naperville. She will be turning them over to the Bowl committee for possible prizes.

Renata stated the grant ideas will be followed through for the next music bowl in November, 2006. Ads are needed for the Music Bowl Program. Monika stated they have \$400 in ads for the Music Bowl Programs.

SOCIAL ACTIVITIES COORDINATORS' REPORT

Band Camp and Mini camp:

Tracy and Karen Miller reported that although they ran out of food on the first night of minicamp, the second night went better. They were questioning if they need to serve lunch/dinner for Morton Day and afternoon rehearsal after the parade? Ron Hornish will need to address these questions.

They need a total of 8 to 10 cooks and servers for the picnic on the last day of band camp.

Fall Banquet:

Deb Stanger reported that the Carlisle had available seating for an estimated 300/350 people. She found they had the date available and at reasonable prices.

Terry Kopytko stated Ashyana was also available.

BOA COORDINATOR'S REPORT

Karen Fraticola reported they will be receiving 3 Marriott points per dollar. Karen Miller is covering lunch plans. There are still questions regarding breakfast arrangements at the hotel because we do not yet have our performance time. Rooms have been reserved for 165 people.

UNIFORM COORDINATORS' REPORT

Terri Vanderjack and Diane Mendoza reported that the uniforms have been cleaned and fall fittings are being completed. There will be one more fittings during practice on Wednesday. Raincoats are being washed and will be completed before Band Camp. Uniforms will be in garment bags before the loft floor is cleaned which is currently scheduled to occur during Band Camp week.

VOLUNTEER COORDINATOR'S REPORT

Alice Luetger reported that the Fourth of July Parade went very well. Thank you to all who volunteered to spritz, drive the van, pass out water and wash red shirts. Only two moms have not returned the red shirts. She and Marla have been sorting and counting the number of shirts returned.

She has updated the Volunteer Website with new data on competitions and football games. The Volunteer Spreadsheet Data from the yellow sheets will be available for the September meeting.

Band Camp volunteer openings are needed for Sunday – 3 moms; Monday – 1 mom and 3 dads; Tuesday - 3 moms and 1 dad; and Wednesday -5 moms and 2 dads. Thursday night is filled. She will be making phone calls and sending out postcards in the next 10 days in order to get the chaperones finalized.

Alice reported they had their first attempt at a Concert Band Attire Resale in June at the Parent Social. We need to solicit more items to sell and reach the concert band students in order to be successful. It is thought we can regroup and do this again in the fall when we get closer to concert season.

PARENT COORDINATORS

Color Guard:

Diane Hundseder reported that the group had two conference calls with Ron Hornish, Marla Hoffmeyer, Kim Tupper and herself regarding the flag design and quantity needed. It was decided to select Avant Guard as the final bid since they offered the best price and have the pre-cut flag kits. The pre-cut flag kits are being distributed for sewing. Hien and Eli have been informed about the flag and given the correct number of color guard he will be working with in the program. Diane Mendoza will help with ideas for competition.

Guard warm-ups and t-shirts have been ordered and are scheduled to arrive the week before band camp. Warm-ups are worn during football games and during travel to competition. Competition uniforms have been ordered and we are finalizing shoe sizes to order from Bandmans. This year's competition outfits will be two pieces: a grey/black long sleeved tunic and black boot cut jazz pants. These are standard guard stock uniform pieces that can be easily altered or used in future performances to alleviate annual costume costs. MTX shoes and competition gloves will be ordered through Uniform Coordinators in order to take advantage of quantity discounts for both groups.

Recently, a clean-up and inventory of equipment in the guard portion of the loft was completed. It was determined tape rolls will need to be replaced, new hang tags and garment bag tags need to be prepared. These tags will be placed on garment bags when we distribute warm-ups before band camp.

Color Guard Car Wash: Diane Hundseder reported that the Color Guard Car Wash on Sunday, August 6 generated \$1003. Wal Mart will make a matching contribution.

Chaperone:

Monika Cunningham reported that a request for chaperones was distributed with the band camp packets.

Jazz:

Laura Sorce reported that parents would like to have a form of communication to welcome new parents to jazz, information on attire for concerts and encourage parents to come to their activities. Glenn Williams will expand the website for the Jazz Bands. Bike n' Hike for September 9th will need volunteers to help with the program. There will be no library parade this year.

Mentoring:

Ed Kopytko reported he would be happy to assist in developing information regarding the scholarships, as discussed earlier, in a written format.

Water:

Marla Hoffmeyer reported for John and Pat Hoyt that they are donating the water for the first home game of the season on September 1, 2006. They are planning on picking up the coolers and ice prior to the start of the game.

MISCELLANEOUS, UNFINISHED BUSINESS & NEW BUSINESS

Marla Hoffmeyer reported that even though the revised bylaws were approved by the Executive Board via e-mail, the bylaws require that any amendments be approved at a regular Board meeting. A motion to approve the revised bylaws was made by Karen Miller and Sandy Liedtke seconded the motion. The Executive Board unanimously approved the motion 13 ayes, 0 nays.

Laura Sorce expressed a concern for tracking the Samel Spirit of Music Scholarship in the student accounts. The Samel family has specified that the money from the scholarship fund is to go toward music lessons. It was decided if the graduating senior did not use the monies for music lessons it would roll back into the scholarship fund. Band students received a total of about \$1,400 - \$1,500 during last year. Craig will call the Samel's to clarify the terms of the scholarship. A question was raised about the Don Wilson scholarship. The Don Wilson scholarship is \$150 which is set in the bylaws.

Renata stated a concern about the difficulty with this year's practice schedule. Those who work are having a difficult time with their schedules for 9 -12 a.m. and 6-9 p.m. practices the week before band camp. They would like to see a block of time for 4-8 or 6-10 p.m. time slot.

The next meeting will be on September 7, 2006 at 7:00 p.m. There were no other miscellaneous items or other business. The meeting was adjourned at 9:18 p.m.

