

**MUSTANG BAND BOOSTER MEETING**  
**Monday, September 11, 2006**

**CALL TO ORDER**

President Marla Hoffmeyer called the meeting to order at 7:04 p.m. Members in attendance included: Renata Allelujka, Marilyn Bottorff, Monika Cunningham, Tom Danko, Tracy Danko, Ann Del Bene, Karen Fraticola, Marla Hoffmeyer, Jeff Horvath, Pat Hoyt, Ed Kopytko, Terry Kopytko, Debbie Larson, Margaret Legel, Mike Legel, Sheena Lilly, Sandy Liedtke, Alice Luetger, Amy Masek, Larry Masek, Diane Mendoza, Russ O'Dell, Jerry Olsen, Karen Rooney, Craig Roselieb, Laura Sorce, Frances Spriet, Dan Stanger, Debbie Stanger, Annette Sullivan, Kim Tupper, and Terri Vanderjack

Absent Executive Board members were: Peggy O'Dell and Karen Miller

**APPROVAL OF MINUTES**

The minutes were presented by Recording Secretary, Frances Spriet. Sandy Liedtke moved that the minutes be approved, Margaret Legal seconded the motion. The minutes were approved unanimously. Marla noted that the June minutes had been approved by the Board via e-mail.

**TREASURER'S REPORT**

Treasurer Tom Danko reported that he deposited, in the Marching Mustang Income, \$486 in checks from Max & Erma's Lunch & Dinner fund raiser and \$1,000 in checks for ValuCards. Market Day had not received their checks from the July and August sales. The fees for all the Marching Band parade events were not collected to date. In the Marching Mustang Expenses column, Camp Manitoqua fees were \$33,980 (close to budget). The Marching Mustang Show Shirts were \$1,404, the Color Guard equipment was \$2,745 and Color Guard Uniforms were \$2,358. The new lighting system was second hand which cost \$3,375; the new podium and scaffolding were \$1,500. Craig has some bills outstanding which apply to a scaffolding video on safety and a harness to secure the staff on the scaffolding.

In the Marching Band Staff Summary, all the contracts are signed and payments have been paid for the summer staff. Four summer helpers were hired in lieu of a color guard assistant. The August payment has been made and the September and October payments for staff assistance will be issued according to the contracts.

In the General Band Budget, Craig stated he will need to check with the Downers Grove Park District regarding payment for the Jazz Band May 2006 Concert in Fishel Park. In the Funds "Saved" in the Checking Account, \$3,290 of the Music Bowl Account was used for the two Sousaphones leaving \$1,480 available in that fund. Quarterly interest on the certificate of deposit will be paid at the end of September.

## **FINANCIAL SECRETARY'S REPORT**

Laura Sorce reported the beginning balance in Student Accounts, as of July 31, 2006, was \$12,663.31. She received \$708.58 in total revenue for August from ValuCards and Market Days in June, July and August. Deductions for the month of August were for payment of Booster Fees, Fundraising Expectation, and San Francisco trip payments, as well as Music Lessons/Music Expenses. These expenses came to \$929.93. The balance in Student Accounts, as of August 31, 2006, was \$12,435.96.

## **BAND DIRECTORS' REPORT**

Craig reported that the scaffolding is in place and Russ O'Dell fixed a door to prevent children from climbing on it. Craig had questions about the German exchange students' expenses. We are hosting band students in 2007 from Germany and then they will host us in 2008. He will check into seeking support from the Kiwanis Club of Downers Grove. It will take approximately \$2000 to make this exchange visit possible and to pay for the tickets to Chicago culture sites. The host families will supply some financial support because of the expenses they will incur for food, etc. They will be coming after Memorial Day. The Jazz Band auditions have been completed. Presently, they have enough students interested in developing a third jazz band. October 8 has been set for the Jazz Ensemble to play at Fitzgerald's. Craig stated on-line grading and use of the blackboard for classes to facilitate better communication between students in the band classes has been instituted for this year. They will start weekly postings for sectionals rehearsal times. Ron, Glenn and Craig will use emails to keep leaders aware of the posting and facilitate weekly updates at the end of each week for the following week. The scholarship information has not been composed at this time. The school board meeting for the San Francisco Trip has been scheduled for September 18. The Bike n' Hike for Mike was well attended on Saturday evening. Turnout for the day time portion was low. Hopefully, next year we can get more students to participate in the hike portion.

The new Color Guard person is an addition to the guard and will be participating as a transfer student. She will be fitted for a warm up and costume by the Color Guard Coordinators. Tom Danko stated the fee for this new student would be \$300. The first Marching Mustang Band competition will be held at Morton High School. The Marching Band will be participating in BOA and each group member will be told the expectations on behavior and conduct since this is an overnight event.

## **PRESIDENT'S REPORT**

Marla thanked everyone for all their hard work. There are calendars for in the back of the room which many people did not pick up at band camp. The rest will be put in the band room by the mailbox. Freshman parents have not all been receiving e-mails. Marla asked that everyone talk to new parents to help them get acquainted and let them know about the Fanfare newsletter.

## **VICE PRESIDENT OF COMMUNICATIONS**

Russ O'Dell reported for Peggy that the August Fanfare is on the website.

Jerry Olson reported email addresses will be revised to prevent spam from being sent to the parents and board members.

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

Margaret Legel reported that numerous fundraisers were highlighted in the August Fanfare. These fundraisers will be updated in the Fanfare, on the website and through email to notify parents and students. Margaret reported 170 student shirts were designed, ordered and distributed at the Band Camp, 108 parent shirts were designed, ordered and distributed since the Band Camp. 60 additional parent shirts and 24 hoodies were ordered by parents and Music Bowl volunteers to be delivered by September 15. Net income for the football games in pop, water, t-shirts, other merchandise was \$506 for September 1 and \$759 for September 8. Margaret would like to thank those who assisted with set up, selling and take down at the football games while she was out of town.

The Jewel Shop and Share dates are September 25, 26 and 27 with other dates in October and December to be advertised in Fanfare, e-mail and the website. Meijer Community Rewards had an August rebate of \$3.52 with a \$5 fee for administrative costs. Cub Foods also has a similar program which grants us rebates for the receipts we turn in.

Market Day: Karen Rooney reported that September is a Band/MN month. Profits are split between the special needs program and the band students. On November 4, the marching band students will be in Indianapolis and there will be a need for volunteers to distribute Market Day orders.

Candy Bars: Marilyn Bottorff reported candy bars are being sold from September 22 to October 5 at school by students. They are also being sold at football games. Amy and Larry Masek will be speaking to the students on Tuesday and Thursday marching band practices and at 2, 3 and 4 band class periods.

ValuCards: Dave Johnson submitted his report that he needs to collect \$1,020 from 16 band students with 11 students past due from June cards and 5 students scheduled to submit the proceeds at the end of September.

## **VICE PRESIDENT OF MEMBERSHIP'S REPORT**

Ann Del Bene reported as of September 10, the Marching Mustangs has a total of 134 members. All but five students have paid the full membership fee. Payment arrangements are being made with those families. Twelve members have made full or

partial Fundraising Expectation payments. The due date for this final payment is October 20. An e-mail reminder will go out in October. The Fundraising Expectation must be met before the BOA competition.

Ann Del Bene reported as of September 10 we have received \$5,250 in band membership dues. This accounts for approximately 109 students (siblings included). An email reminder was sent out as promised on the registration form. Ann will compile a list of families who indicated "NO" for permission to put the student picture on band website in October. She will inform Craig Roselieb which families do not have a waiver for photos on the website. She will also compile a list of families who have paid their Booster membership fee for the band secretary and the newsletter.

Ann reported that 136 people have registered for the San Francisco trip. There have been several refund requests this past month. This total does not include DGS staff. The breakdown of attendees is as follows: 107 Students, 21 Parents, 3 Siblings, 5 DGS staff family members. The July payment has been received from 79 attendees. The September payment has been received from 10 attendees. A payment reminder was sent out in the August newsletter.

#### **EQUIPMENT COORDINATOR'S REPORT**

Russ O'Dell reported the equipment for the competitions is 90% completed. He will drive the truck to Morton High School for the first competition. He has requested 17 people to work in the pit to get the equipment rolled out. It was requested that they attend the practice on Saturday from 11:00 a.m. to 1:00 p.m. instead of Thursday night.

#### **HISTORY TRADITION SECRETARY'S REPORT**

Mike Legel reported he is developing a plan to archive performances from prior years' video tapes. The tapes have deteriorated and need restoration. He is determining how to restore the tapes and keep them available for future reference.

#### **MARKETING/PUBLIC RELATIONS COORDINATOR'S REPORTS**

Marketing and public relations: Renata Allelujka had nothing new to report.

Videography: Mike Legel reported he and Ed Kopytko have taped and edited the Band Camp and football performances. They are now available on the website. Marla has provided many great pictures from the week at band camp. They now have approximately 10 minutes worth of video. Any additional photos from the Band Camp would be appreciated. Mike stated the video taping of the Music Bowls produced a small number of videos sales to families from different schools. Therefore, they will only be taping portions of the Music Bowl for our school videotape.

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

Sandy Liedtke reported 15 bands will participate, 11 of them have paid in full. We have collected \$1,600 with the goal to sell \$6,800 in program ads for the Bowl. The funds are needed for stationery, postage, student accounts, judges, trophies and food.

The next meeting will be September 22 to prepare for the Music Bowl outside and October 3 to prepare for inside in case of poor weather conditions. October 5 is the volunteer meeting at 7:00 pm in the Band Room. It is reported that 11 bands will be staying for dinner. They would like to see concert band students assist with the second shift. They have been contacting alumni as well.

## **SOCIAL ACTIVITIES COORDINATORS' REPORT**

Tracy Danko reported for the ISU competition a meal will be provided at the school. On October 28, a lunch will be provided for an all day practice.

Fall Banquet: Dan Stanger reported that Ashyana was a site that had the best price at \$16/per person, date and room availability in the area. He stated a \$1,000 down payment would secure the contract for beverages, plated dinner with three choices, and two ballrooms to accommodate the guests from 5:00 p.m. to 12:00 a.m. Tom Danko stated we have \$250 in the budget for any invited guests of the Marching Mustang Band. Diane Mendoza moved to accept the contract, Tom Danko seconded. The contract was approved unanimously by the board.

Spring Banquet: Terry Kopytko stated she went with Dan Stanger to Ashyana Banquet Hall and reported they could secure the hall for the same price with the same \$1,000 down payment for the Spring Banquet on April 26, 2006. Terry Kopytko moved to accept the contract, Karen Rooney seconded. The contract was approved unanimously by the board.

## **BOA COORDINATOR'S REPORT**

Karen Fraticola reported on the October room sign-up for BOA. She stated that they would receive three points for every \$1 spent for rooms in the hotel. Rooms have been reserved for 135 students. 35 additional rooms for chaperones first and parents second. Parents are allowed to stay with their student after the competition to bring them home versus on the bus. Craig requested a written note before the event describing their plans. Tom Danko asked if there will be a rehearsal time before the competition takes place. Craig stated they are working on securing a practice site. It was requested that a master list be devised to state which students are going on which bus for the chaperones. Names will be on the back of the bus like last year.

## **UNIFORM COORDINATORS' REPORT**

Diane Mendoza reported that midseason dry cleaning will occur the week prior to the Music Bowl. She stated they have had a few extra dry cleaning expenses for tuba uniforms that had paint from the painted tubas and pants that had pop spilled on them. Flags have been made for the six saxophone players to carry during the show. They are in the process of making bags for trumpet players to carry their mutes in during the show.

## **VOLUNTEER COORDINATORS' REPORT**

Alice Luetger reported the volunteer data from the yellow sheets has been entered into the volunteer spreadsheet. The spreadsheet has been uploaded onto our website under the volunteer tab for general viewing. She will have copies available tonight.

The volunteer portion of the website has been updated to include all football and competition dates as well as volunteer information for these events. As soon as itineraries become available they will be updated also. So far, 10 volunteers will be needed for the pit and four on ladders. More will be needed if parents are required to move flats for performances. She also reported that an email has been sent reminding parents of the upcoming football games and competitions so they can look ahead. Currently, we have 12 volunteers for Morton, 6 are pit help only and 5 will chaperone and help with pit. One will chaperone on the bus only.

Alice pointed out that the Santa parade was not on the calendar for Sunday, Nov 26.

## **PARENT COORDINATORS**

Color Guard: Kim Tupper requested a locker for the warm-ups to be kept after band events. Craig stated one will be available after the lockers are rearranged. Kim reported \$1,000 matching funds were received from Wal Mart. The 93<sup>rd</sup> flag has been finished for the competitions and the jazz pants are being hemmed.

Chaperone Coordinator: Monika Cunningham asked that identification tags be given to parents for the competitions. Renata stated she has 20 Music Bowl Staff lanyards and will bring to tomorrow night's Bowl meeting. They need to discuss seating arrangements, chaperone guidelines, details for coordinators, list of students on each bus, the person who will call John or Jerry for the late breaking news alert, and cell phone numbers.

Jazz: Laura Sorce stated that on October 8, the Jazz Ensemble will be playing at Fitzgerald's at 6:00 p.m. The Jazz Café date is on Thursday, January 11, 2006. Glenn Williams will send an email to notify Jr. High Schools.

Mentoring: Ed Kopytko stated no report at this time.

Water: Pat Hoyt reported that 1,000 bottles will be donated to the Music Bowl by Joe Pepitone in exchange for a full page ad in the Music Bowl Program. The water will be delivered in the morning of the Music Bowl.

**MISCELLANEOUS UNFINISHED BUSINESS & NEW BUSINESS**

Laura Sorce requested we send a card for the parent who was hurt in the Bike n' Hike for Mike from the Board.

Annette Sullivan expressed a concern about the work to transport and store the tent, table, pop for the football games. Craig suggested a storage box similar to those used for baseball under the bleachers may be an alternative to storing these items inside the school.

Craig requested the out-of-date folder cabinets be replaced by cabinets by Winger at \$881 each. He stated we will need three cabinets and requested that the \$1,000 from his summer gig be utilized toward this purchase.

The next meeting is October 2, 2006 at 7:00 p.m. in DGS room D180. The meeting was adjourned at 9:30 p.m.