

**Community High School District 99 – South Campus  
Mustang Band Boosters  
October 1, 2007 – Minutes**

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**I. Call to Order:** President Marla Hoffmeyer called the meeting to order at 7:01 p.m. Members in attendance for this meeting were Marla Hoffmeyer, Lou Bury, Ann Del Bene, Laura Sorce, Cathy Jama, Jill Pruett, Tracy Danko, Terri Vanderjack, Diane Mendoza, Alice Luetger, Michael Hutton, Renta Allelujka, Craig Roselieb, Kathy Gabric, Lynn Strantz, Karen Medek, Amy Masek, Larry Masek, Monika Cunningham, Glenn Clark, Diane Hundseder, Janice Petrukovich, Glen Williams, Karen Rooney, Mike Klimczak, Deb Stanger, Dan Stanger, Debbie Larson, Ed Kopytko, Roy Linden, Lynn Filla-Clark and Brian Vanderjack.

Executive Board Members not in attendance were Margaret Legel, Mike Legel, Tom Danko and Diane Kowalski.

**II. Approval of Minutes:** The September 10, 2007 minutes were presented to the Board by Cathy Jama. Cathy mentioned that the minutes she distributed for review had to be modified to include a few minor revisions she received by e-mail from several Board members. Such corrections were made. Craig Roselieb asked that the reference to the Paris trip being cancelled be removed due to the fact that it was never scheduled. Also, the minutes will be updated to reflect that Karen Rooney had attended the September meeting and the number of students receiving honors credit will be changed from ten (10) students to eleven (11) students. Lou Bury made a motion to approve the September 10, 2007 minutes with the additional changes mentioned above to be included in the final minutes. The motion was seconded by Diane Mendoza and the minutes were unanimously approved by the Board at 7:04 p.m.

**III. Secretary of Student Accounts' Report:** Laura Sorce reported that the balance in the Student Accounts as of August 31, 2007 was in the amount of \$11,922.78. Revenue in September was derived from September Market Day along with a couple of credits to incoming freshman. \$445.50 from the 2006 Bike & Hike for Mike was also included in revenue received. Total revenue for September was \$639.59. Expenses in September were for Booster fees and the fundraising expectation. Total expenses were \$400.00. The balance in the Student Accounts, as of September 30, 2007, is \$12,216.37.

**IV. Treasurer's Report:** The Treasurer's report was presented by Tracy Danko who reported on behalf of Tom Danko as follows:

**A. Marching Band:** Income received for Marching Band came from parades, Market Day, football game sales, marching fees and fundraising expectations. The expenses were for the trailer logo, interior carpentry and Marching Band Staff. Please note that Tom added the logo cost as a separate line item. There were also some miscellaneous Color Guard and

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uniform expenses. The Minneapolis trip expense incurred is for the rental fee for the University of Minnesota indoor practice facility. Additionally, a \$1000 deposit has been made for the Marching Band banquet. The current balance for Marching Band is in the amount of \$32,601.00.

**B. Staff Expenses:** The 2007-2008 Marching Band Staff summary has been updated to include the payments made in September.

**C. General Band:** Income was derived from membership fees and band specialty sales. Expenses consisted of new checks for the checking account. The General Band budget is currently in the amount of (\$692.00) with a combined band balance of \$31,909.00.

**D. Checking Account:** There are no major changes in the checking account from last month. The balance in the checking account is in the amount \$29,797.00. Tom added a line item for the candy sale funds that are moving in and out of the checking account.

**E. Miscellaneous:** The Music Bowl balance is in the amount of \$10,842.00 with the 2007 balance in the amount of \$5,848.00. \$4,994.00 is allocated towards the rainy day fund. The Community bank account has a balance of \$77.00 and the band savings account has a balance of \$525.00.

**V. Band Director's Report:** Craig Roselieb reported the following information:

**A. Marching Band:** Marching Band is having a good season. After one of the performances, Patrick and Beth Refsneider approached Craig to volunteer their services in assisting the Staff with the Marching Band. Patrick is a former Band Director from Oregon and is currently a clarinet teacher at Vandercook College. His wife, Beth, is a Color Guard instructor. Due to the fact that the Marching Band will be out of town at competitions for the football playoff games, the Lakeview and Eisenhower Junior High Bands have been invited to perform at these games. The tentative dates for the playoff games are October 26 or 27, 2007 and November 2 or 3, 2007. If the team goes to State finals, the game will be held at University of Illinois at Champaign on the Saturday after Thanksgiving.

**B. Germany Trip Update:** There are twenty five (25) students who submitted intent forms for the Germany trip. If you need more information with regard to the trip, there is information on the website under the Honors Trip blog. Such information contains the payment schedule, itinerary and intent forms.

**C. Endowment Fund:** World Group Travel of Downers Grove will be setting up a \$50,000 endowment fund with the interest earned from the fund to be allocated towards trip scholarships for District 99 Fine Art students. Brian Mosey and his son Graham Mosey run World Group Travel and Graham is a 1974 DGS graduate. Craig continued by saying that

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World Travel is very interested in District 99's music program and is donating this \$50,000 endowment. This is a very exciting opportunity because the District has never had this type of scholarship program before. Once the details are worked out, it will be conveyed to the Board.

**VI. President's Report:**

Marla Hoffmeyer and Glenn Williams met with the FOFA and Choir Booster Presidents on Saturday morning at 7:15 as part of the combined Fine Arts partnership. FOFA has sent out their membership letters and their poinsettia sale will be held in November.

**VII. Vice President of Communication Report:**

**A. Mustang Band Fanfare:** Lou informed the Board that the Fanfare for September has been published and is posted on the website. He reminded everyone that it goes to print every 6 to 8 weeks. He is targeting early to mid-November for the release of the next issue once Marching Band season has concluded. October 31, 2007 is the deadline for printing, so if you have any information please send it to Lou by October 21st.

**B. Website:** Mike Klimczak is sharing the website duties with John and there is no report at this time.

**VIII. Vice President of Ways and Means' Report:**

**A. Band Merchandise:** Mike Hutton reported that we have made \$1,100 in merchandise sold from the last few football games. Margaret Legel reported by e-mail that the football game sales have been brisk and the last home game on October 13, 2007 will be the final chance for sales of t-shirts, bags and hoodie sweatshirts that are in inventory. Embroidered items can still be ordered with a two week delivery time. Note that the Marching Band season will be over in less than five weeks.

**B. Market Day:** The next Market Day is scheduled for November. Please let Karen Rooney know the week prior to the pick up day if you are available to help sort and pack the orders for Market Day.

**C. Candy Bars:** Amy Masek reported that we have sold 174 boxes of candy bars and that the days for selling the candy at school has ceased. Four boxes of candy bars will be sold at the Music Bowl and will be all profit due to the fact that we met our goal of selling 200 boxes. Large deposits have been given to Tom Danko and other deposits are forthcoming. This information will be given to Laura Sorce prior to the October 15, 2007 fundraising expectation deadline.

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**D. Meijer:** An e-mail for a double rewards promotion has been sent out via e-mail.

**E. Amazon.com Shopping:** As of September 28, 2007, profits earned from items purchased from Amazon.com was in the amount of \$85.30. Amazon will disburse the income as soon as our balance reaches \$100.00. The link to the website can be found on the Band website so start your shopping in order to earn Band credits.

**F. Jewel Shop & Share:** The monies from the September 10, 2007 through September 12, 2007 Shop & Share days are not in yet and will be reported upon receipt. Next scheduled Shop & Share day will be in November.

**G. 2007-2008 Fundraising Forms:** The fundraising forms submitted in May have not been signed and returned. Glenn Williams is following up with Jenny Davis from the Student Activities Office. An additional form was submitted for the Kiwanis Peanut Day prior to our participation.

**H. Butter braids:** Karen Medek proposed selling the butter braids prior to Thanksgiving, however, in the event the Board decides to sell the butter braids, it may conflict with the cheesecake sales. If anyone wants to order the butter braids, send Karen an e-mail and we will still get our profit from the sale.

**IX. Vice President of Membership:**

a. **Marching Mustangs:** Ann Del Bene reported that the fundraising expectation or 5th payment is due by October 15, 2007. She will send an e-mail reminder to everyone this week. Payment must be made prior to the Youth in Music Championship being held in Minneapolis. As of October 1, 2007, payments made are in the amount of \$50,525.00.

b. **General Band:** As of October 1, 2007, a total of \$4,650.00 in Band Booster membership payments have been submitted for 2007-2008 school year which is approximately \$1,000.00 less than last year at this time.

c. **Germany Trip:** Intent to participate forms and deposits are due on October 1, 2007. As of September 30, 2007, seven (7) students have turned in intent forms with the deposit. An eighth student has turned in an intent form only.

**X. Mustang Music Bowl Coordinator's Report:**

a. Renata Allelujka reported that we are poised and ready to go for this year's Music Bowl event. All committees are staffed with volunteers.

b. The Cavaliers will be selling their merchandise in exchange for a \$150.00 vendor fee. They have also placed an ad in the program book.

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c. Program ads did well in spite of earlier “doom” warnings of not meeting our goal. We have raised just under \$5,000, which is still short of our goal, but ahead of last year’s amount.

d. The committee held its outside walk-through and have made a modification to where the bands will warm up at the Kingsley fields to avoid sound “bleed over” to the stadium while the bands are in performance. Craig suggested that the bands be escorted straight west on Norfolk from Kingsley to a stadium gate at the southeast corner of the field. The water station and Marching Mustang trailer will be set up in Powers Park so that the bands, along with the pit members, will be able to have water prior to being met by their band and pit hosts. Two fields at Kingsley will be utilized as warm-up areas and will run a “tight ship” as usual to keep the bands on time. Revised pit and band staging schedules have been e-mailed to all bands and we have requested an estimated time of arrival from them so that we can be better prepared for parking and unit movement.

e. The judge’s meals are ordered which is being coordinated by Bernie Reusz and will be provided by Joyfuls Café which is located on Main Street in Downers Grove.

g. Dr. David Eblen will deliver the opening/welcoming remarks for the program. Trophy presenters are confirmed. Dr. McDonald will be one of the presenters along with sponsors and Barb Baxter, Music Bowl founder.

h. Renata and the committee are working on the band placements for the inside walk-through to be held on Tuesday evening, October 2, 2007. They are also preparing the work orders for the School for both the inside and outside competition. If needed, a decision to have the Music Bowl inside will be made by Friday morning, October 5, 2007 at 9:00.

i. Laura Sorce is coordinating the distribution of the neighborhood flyers on Tuesday, October 2, 2007.

j. The Madrigals will be singing the National Anthem. The Mayor has been invited, but no confirmation has been received that he will be attending.

h. The Marching Band first aid kit will be needed for the day.

i. The Volunteer meeting will be held on Thursday, October 4, 2007 at 7:00 p.m. in the Choir Room.

**XI. Youth In Music Championship (Minneapolis):**

a. **Hotel:** Glen Williams gave an update on the Youth in Music Championship being held in Minneapolis at the Hubert H. Humphrey Metro Dome. He expressed an apology that he was not able to obtain more rooms at the discounted rate for the parents who will be attending

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the event and wanted to stay at the same hotel. The Hotel informed Glen that they are booked full for these dates. The chaperones will need to pay for their rooms at check-in.

**b. Rehearsals:** The band will not be able to practice at the Metro Dome on Friday, October 26, 2007. He contacted the University of Minneapolis and they have approved the use of their indoor facility in addition to Saturday. Scheduled times for the rehearsals will be Friday, October 26 from 6:30 p.m. to 8:30 p.m. and Saturday, October 27 from 9:00 a.m. to 11:00 a.m.

**c. Meals:** Glen has contacted the resident dining services at the University of Minnesota and they have given us permission to eat at one of their resident dining areas at a rate of \$6.00 per person for all you can eat. He will confirm the use of the dining hall for Friday, October 26 at 5:00 p.m. and Saturday, October 27 at 11:15 a.m. The Boosters will pay for the Saturday night meal. It will be looked into to see whether or not the Boosters can pay for both meals.

**d. Buses:** Glen is still looking into overnight parking for both nights at the Metro Dome. The use of the lot will be free. The buses will need to be moved prior to 7:00 a.m. on Sunday morning due to a Vikings game.

**e. Chaperones:** There are fifteen (15) chaperones attending this event. We still need two (2) more men to go to bring the number up to seventeen (17) chaperones. Glen will be getting to the hotel early to make sure everything is in order prior to the band arriving.

**f. Miscellaneous:** Logistics will need to be worked out with what do with the students' things once they leave the hotel. They will need to bring everything they will need for the day and leave it on the bus. It is fifteen (15) minutes from the hotel to the Metro Dome. Tracy Danko will be bringing a check to pay for the hotel bill for the students and staff.

**XII. BOA (Indianapolis) Kathy Gabric & Lynn Strantz:** Kathy Gabric is still waiting for the final number of chaperones. There will be seven (7) rooms for the chaperones. She is still looking into parking passes for the busses and Kathy will speak with Ron Hornish to get more details on the bus parking. Dinner for Saturday night will be provided by Chic-fil-A. The Hilton Garden Inn is supplying breakfast in conference rooms. Craig will send Kathy and Glen the rooming list for both the BOA trip and the Youth in Music trip. Marla Hoffmeyer and Tom Danko will look into the tax exempt form for the hotel wants an Indiana tax exempt form.

**XIII. Equipment Coordinator's Report:** Roy Linden reported that the trailer's work has been completed with the exception of a few loose ends that he will complete this week.

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**XIV. History/Tradition Secretary's Report:** No report at this time, however, Mike Legel has been very diligently in getting the videos posted on the website.

**XV. Marketing/Public Relations Coordinator's Reports:** Jill Pruett informed the Board that we have been getting good publicity and will be getting more. The *Sun* interviewed Craig and that article will appear in their Thursday edition. She has also contacted ABC, NBC and CBS. Downers Grove TV will be filming the National Anthem, the Marching Mustangs performance the awards ceremony at the Music Bowl. We also were named in the *Wheaton Sun*.

**XVI. Mustang Music Bowl Coordinators' Report (Renata Allelujka/Lynn Filla-Clark)**

See Section X for the Music Bowl Report.

**XVII. Social Activities Coordinators' Report:**

**A.** Tracy Danko reported that dinner was provided for the Marching Band students for the Homecoming game. There were many people who came and assisted with the dinner and Tracy and Karen Miller would like to thank all of those volunteers. Tracy took orders from the band and staff for the Youth in Music trip and those orders will given to Glen Williams at the Board Meeting. Karen has called Avanti's at ISU for the sandwiches that will be distributed for October 20, 2007 competition. Karen has also called Chick-Fil-A and arranged for dinner for the Bands Of America trip to be held on November, 2 and 3, 2007.

**B. Fall Banquet (Deb and Dan Stanger/Debbie Larson):** Deb Stanger reported that the flyers informing everyone about the Fall Banquet are completed and ready for distribution. The cafeteria has been reserved and once all of the RSVP's are received, she will send the school the work order for the tables and room set-up. They would like to use the table toppers that were used for the Jazz Café and Deb will check with Jennifer Horvath to see if we could borrow them for the evening. The Senior video is being worked on by Jeanne Knepper.

**C. Spring Banquet:** Ed Kopytko informed the Board that Terry met with Ashyana to discuss the disappointment with the 2007 Spring Banquet. They apologized for the experience and said that they had some staff turnover. They would like to make it up to us and offered to host it again for \$19.50/\$20.00 per person.

**XVIII. Volunteers Coordinators' Report:**

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**A. Volunteers:** Mike Hutton is looking for more chaperones for ISU and two (2) dads for the Youth in Music Competition in Minneapolis. If we are planning on using the screens for the ISU competition, we will need to practice before the trip. Craig will look into whether or not we will be using the screens. It was requested that the times of the competitions be sent out ahead of time so that people could check their schedules and offer to chaperone earlier.

**B. Kiwanis Peanut Day:** For the first time the Mustang Band Boosters participated in the Annual Kiwanis Peanut Day sales. We had good success in recruiting volunteers, given the relatively short advance notice. We would like to recognize the following people for their commitment.

Marilyn Bottorff	Margaret Legel
Rita Casper	Roy Linden
Bart Casper	Sue Linden
Glenn Clark	Larry Masek
Monika Cunningham	Amy Masek
Kathy Gabric	Sonja Neumann
Mike Gabric	George Petrukovich
Jeff Horvath	Jill Pruett
Mike Hutton	Karen Rooney
Ann Hutton	Craig Roselieb
Cathy Jama	Beth Savage
Jean Keller	Lynn Strantz
Mike Klimczak	

Over a three-day period, the Mustang Band Boosters were able to collect \$2,456.39 and distributed thirty three (33) cases of peanuts. The daily breakdown is as follows: Thursday - \$657.46, Friday - \$774.28 and Saturday - \$1,024.65. Of the total amount collected, the Kiwanians will donate one-half (1/2) the monies collected to the Mustang Band Boosters.

We would like to thank Gretchen Sauer of Kiwanis for providing the opportunity to have the Mustang Band Boosters make a noticeable contribution to the communities of Downers Grove and Woodridge. We have made arrangements with the Kiwanis to work the same corners next year with the possibility of adding other corners. The next Kiwanis peanut day will be held the last week of September, 2008.

**XIX. Uniform Coordinators' Report:** Diane Mendoza reported that the uniforms are having their mid-year cleaning and will be ready for pickup on Friday, October 5, 2007 just in time for the Music Bowl. The extra large hats have arrived and will be delivered after Wednesday, October 3, 2007.

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**XX. Parent Coordinators' Report:**

**Jazz:** Jeff Horvath reported that the DGS Jazz Ensemble had a successful concert for the Darlene Ruscitti's "Back To School Bash" fundraiser held on Sunday, September 23, 2007 at Drury Lane in Oak Brook, Illinois. Ms. Ruscitti is the Regional Superintendent of the Dupage Regional Office of Education.

**XXI. Bylaws Committee - Scholarships:** Craig Roselieb informed the Board as to the progress the Bylaws Committee has made to date. The committee met several times and some of the main topics of revising the bylaws and related documents included the following:

- i) Setting up a calendar for scholarship applications;
- ii) Delegating the funds so that that the funds are allocated between summer camps, marching band and/or private lessons;
- iii) How to handle the completion of service credits prior to scholarship awards;
- iv) Application revisions to clarify the process and deadlines; and
- v) Adhering to the school's policy on fee waivers.

The Committee will have more information for the Board to review at the November 5, 2007 meeting.

**XXII: Miscellaneous, Unfinished Business & New Business:**

Marla suggested that the money raised from the Kiwanis be allocated toward the new instruments, however, she asked for feedback from the Board if they preferred that the funds go towards scholarships instead. The comments made were all in support of using the funds for instruments since that is currently the greatest need.

Go **CUBS!!!** (Per Craig Roselieb. Emphasis added!)

**XXIII: Announcements:** The next Booster meeting will be held on November 5, 2007 at 7:00 p.m. in Room D180 at Downers Grove South. All are welcome to attend.

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**XXIV: Adjournment:** The meeting was adjourned at 8:30 p.m.