

**Community High School District 99 – South Campus
Mustang Band Boosters
November 5, 2007 – Minutes**

I. Call to Order: President Marla Hoffmeyer called the meeting to order at 7:10 p.m. Members in attendance for this meeting were Marla Hoffmeyer, Margaret Legel, Ann Del Bene, Laura Sorce, Cathy Jama, Jill Pruett, Tracy Danko, Terri Vanderjack, Diane Mendoza, Alice Luetger, Michael Hutton, Mike Legel, Renata Allelujka, Lynn Filla-Clark, Craig Roselieb, Kathy Gabric, Lynn Strantz, Karen Medek, Amy Masek, Larry Masek, Monika Cunningham, Wm. Glenn Clark, Diane Hundseder, Janice Petrukovich, Glen Williams, Jeff Horvath, Karen Rooney, Ed Kopytko, Deb Stanger, Dan Stanger, Debbie Larson and Brian Vanderjack.

Executive Board Members not in attendance were Lou Bury, Diane Kowalski and Roy Linden.

II. Approval of Minutes: The October 1, 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. Jill Pruett made a motion to approve the October 1, 2007 minutes and the motion was seconded by Glenn Clark. The minutes were unanimously approved by the Board at 7:11 p.m.

III. Secretary of Student Accounts' Report: Laura Sorce reported that the balance in the Student Accounts as of September 30, 2007 was in the amount of \$12,216.37. Revenue for October consisted of candy bar sales, music bowl ads and cash/check deposits that were placed directly to student accounts. Total revenue was \$5,611.00. The fundraising expectation, fall banquet, music lessons and expenses and band booster fees were the October expenses which totaled \$7,541.67. The balance in Student Accounts, as of October 31, 2007, is \$10,285.70.

IV. Treasurer's Report: The Treasurer's report was presented by Tom Danko as follows:

A. Marching Band: Income received for Marching Band came from the fundraising expectations, Market Day, football game sales, marching fees and fundraising expectations. Expenses incurred were for group meals, Indianapolis trip, Minneapolis trip, Drum Major uniforms, Color Guard equipment & uniforms, staff payments and percussion supplies. Tom still needs to post the hotel and bus costs for the Minneapolis trip, but these expenses are approximately \$14,000.00. The Indianapolis trip is currently over budget due to the higher bus costs (\$1,225 v. \$525.00) and hotel taxes. The hotel would not accept our Illinois Tax Exempt Letter so a claim form will need to be filed for a tax reimbursement in the amount of \$700.00. The current balance for **Marching Band** is in the amount of \$26,308.00.

**Community High School District 99 – South Campus
Mustang Band Boosters
November 5, 2007 – Minutes**

B. General Band: Income was derived from membership fees. Expenses consisted of Chamber Music staff (Tropical Breeze over the summer), an I-Pass for the school van and trailer. The **General Band** budget balance is currently in the amount of \$461.00 with a combined band balance of \$26,769.00.

C. Checking Account: For the saving accounts, we received \$400 for the Chamber Music Choir from a Harry Potter gig in Wheaton and also received \$500 from the Jazz band performance for a gig with Darlene Ruscitti. The Jazz band tickets for the Purdue Jazz Festival were also purchased. Money was added to the Scholarship fund from student accounts and also money from the Samel Bike & Hike earmarked for lessons that was not used by graduated seniors was deposited in the scholarship fund. We received \$5,400.00 in payments for the summer trip to Germany and we received \$1228 from the Kiwanis Peanut Day.

D. Miscellaneous: The 2007 Music Bowl balance is in the amount of \$19,773.00 and the total Music Bowl balance is \$24,767.00. There was no activity for the other bank accounts.

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

A. Marching Band:

(i) On behalf of all the Director's, Craig expressed a heartfelt thank you for the countless hours of volunteers who made this year's Marching Band program as successful as it was. This year's band made excellent progress. A special thank you goes to Glen Williams and Kathy Gabric for all of their efforts on planning the two trips. Craig said to everyone "Thank you for trusting your kids with us".

(ii) Two (2) letters will be sent to each of the respective Event Directors for the Youth in Music Championship in Minneapolis, Minnesota and BOA in Indianapolis, Indianapolis which expresses our comments, experiences and suggestions for both events. With regard to BOA, the Directors have made the decision to sever the relationship with this event.

(iii) So where do we go from here? Please send, to either Craig or Ron, any Marching Band suggestions, including recruitment ideas, so that the momentum may continue into next year's Marching Band season.

B. Germany Trip Update: There are twenty five (25) students who submitted intent forms and made the \$250.00 non-refundable deposit for the Germany trip. The deadline for the first payment is November 16, 2007. A formal letter of acceptance will be sent to those students who submitted the form and deposit.

C. Brian and Sheila Mosey Performing Arts Endowment: For our school, there will be opportunities for trip scholarships in 2008 and for the 2009 Hawaii Spring Break trip.

**Community High School District 99 – South Campus
Mustang Band Boosters
November 5, 2007 – Minutes**

VI. President's Report: Marla reported the following information:

(i) Many thanks to Renata, Lynn Filla-Clark, and the Bowl Committee for their efforts on the Music Bowl. Also, Marla thanked Glen Williams (Youth In Music), Kathy Gabric and Lynn Strantz (BOA) for their involvement in planning these trip. Thanks to Tracy Danko, Karen Miller and Diane Kolwalski for arranging and serving food to the Marching Band all season. Congratulations to all for a very successful Marching Band season.

(ii) She met with the Presidents of FOFA and the Choir Boosters prior to this meeting. The following items were discussed:

a) The FOFA annual poinsettia sale is coming up. Order forms will be distributed to the students on November 8, 2007. The deadline for ordering the poinsettia is November 29, 2007.

b) Order forms for CD's of the Holiday Concert will be in the concert program.

c) The FOFA membership drive is going very well, and they are way ahead of the memberships as of this same time last year.

d) The choir boosters and FOFA are both interested in having banners made that can be put up at concerts and other events.

e) The choir boosters now have a website. It is just in the beginning stages and they are interested in contacting our website people to find out more about our e-mail system.

f) Choir boosters had a fundraiser at Carrabba's, which was very successful and very easy. This is a fundraiser we may want to consider in the future.

VII. Vice President of Communication Report:

A. Mustang Band Fanfare: Lou was not able to attend the meeting, however via an e-mail to the Board, Lou reminded everyone that articles for the Fanfare need to be submitted by Friday, November 9, 2007 in order to meet the publishing deadline.

B. Website: There is no report at this time.

**Community High School District 99 – South Campus
Mustang Band Boosters
November 5, 2007 – Minutes**

VIII. Vice President of Ways and Means' Report:

- A. Band Merchandise:** Margaret Legel reported that the income for the band merchandise exceeded budget expectations for the entire year for both football sales and band specialties. A thank you goes out to everyone who helped at the football game tent, especially the last home game. There is some merchandise (t-shirts and string bags) that have already been paid for from this year's funds that could be made available as door prizes for any early expressed interest in the Marching Band.
- B. Market Day:** Karen Rooney reported that the next Market Day is scheduled for November. Orders are due by Wednesday, November 7, 2007. 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. December is also a band month. Be sure to order your holiday desserts and candy gifts for Thanksgiving and Christmas.
- C. Candy Bars:** Amy Masek reported that we have sold 11,000 pieces of candy. \$4,800.00 will be deposited into student's accounts.
- D. Meijer:** Don't forget to sign up for Community Rewards so that the benefit of your shopping comes to the Band Boosters.
- E. Amazon.com Shopping:** Margaret let the Board know that the Amazon account was linked for direct deposit to the Boosters. Remember to start your Amazon.com shopping from the link on the Mustang Band Boosters website. The rebates are transparent to you as a user. All you need to do is shop and pay, thereby avoiding the malls.
- F. Jewel Shop & Share:** Margaret also complimented the group on a nice shopping job on the September Shop & Share days. \$185.00 was raised from 35 slips submitted. The next scheduled shopping days are Monday through Wednesday, November 12 – 14, 2007. Please give the Shop and Share slips to your friends, neighbors and co-workers for Thanksgiving shopping.
- G. 2007-2008 Fundraising Forms:** The fundraising forms submitted in May have not been signed and returned. Marla will follow up with Glenn Williams.
- H. Butter Braids:** No one was interested in ordering butter braids at this time.
- I. Cheesecakes:** According to Monika Cunningham the cheesecake sale dates will be November 12, 2007 through November 26, 2007. The delivery date is scheduled for December 11, 2007. We will have an extra opportunity this year to generate some extra sales at the November 12, 2007 concert featuring two of the Junior High Bands as guest bands. The 9' mini cheesecakes, including strawberry, are made to order. Lynn Strantz will be taking over as cheesecake chairperson next year and will be sending out an e-mail informing everyone of the cheesecake sale.
- J. Kiwanis Peanut Days:** The check has been received from the Kiwanis.

**Community High School District 99 – South Campus
Mustang Band Boosters
November 5, 2007 – Minutes**

IX. Vice President of Membership:

- a. **Marching Mustangs:** Ann Del Bene reported that the fundraising expectation payments were all received prior to the Minneapolis trip as required. Total payments collected for the 2007 Marching Mustang Season was \$61,508.00.
- b. **General Band:** As of November 5, 2007, a total of \$4,800.00 in Band Booster membership payments have been submitted. A thank you with a list of members will be included in the upcoming newsletter and in the November concert programs which will hopefully increase awareness and stimulate more support. Ann is still missing medical forms for many students in the various concert bands. She has submitted a list to the Directors so that they can post the list to remind students to turn in this required form.
- c. **Germany Trip:** As of November 5, 2007, twenty-six (26) students are registered for the Germany trip. A total of \$6,450.00 in payments has been submitted. One student requested that the deposit she made for the choir trip be transferred to the Germany trip.

X. Equipment Coordinator's Report: Roy Linden reported via e-mail, with the exception of the inside front bumper having to be fixed in the trailer, there is nothing more to report at this time.

XI. History/Tradition Secretary's Report:

(a) **History/Tradition:** Mike Legel reported that there are no developments to report in the History/Traditions area. He has started to scan some of the older pictures and articles and will continue as time allows in preparation of passing the boxes on to the next person responsible for this position.

(b) **Video Report:** His work on the Music Bowl Video continues. He finished editing DGS and Fremd yesterday and they will be on the internet in a few days as quickly as he can post them. He should also have the disks ready by or shortly after Thanksgiving. We had great performances, great bands but it only resulted in fifteen (15) or so orders. It probably was not worth the effort but we will have it on Channel 16 after it is edited. Season banquet video is complete and will be unveiled tomorrow. Season videos should be available before Christmas. Order forms will be available at the banquet tomorrow and online. The cost of CD will be \$20 for the video and \$20 for the music bowl package. If you have pictures from Band Camp, Music Bowl, Minneapolis or BOA, please send them to Mike on a disk and he will include it with the season video.

**Community High School District 99 – South Campus
Mustang Band Boosters
November 5, 2007 – Minutes**

XII. Marketing/Public Relations Coordinator's Reports: There is no report at this time. However, the Board wanted to acknowledge the outstanding job Jill Pruett did on all of the publicity the band program received due to her efforts.

XIII. Mustang Music Bowl Coordinator's Report: Renata reported the following:

- (i) The Music Bowl was a grand success in spite of the 88 degree temperature. One thing greatly affected by the heat was our food sales. Bands being fed by their groups didn't help either and there were four (4) of those that we could see that supplied their own food.
- (ii) Many thanks to all the volunteers and especially our Music Bowl Committee. All our surveys were extremely positive from schools and judges alike and support what we have been saying --- this is a competition known for its friendliness and hospitality. In the words of Dr. Steele, one of the best in the State.
- (iii) Initial figures are showing we brought in about \$2,000.00 less than last year, so overall profits will reflect that probably next month. She is still processing the bills and awaiting receipt of the Village Grant.
- (iv) Plans are moving forward with the formation of next year's Committee. Even with graduating senior parents leaving, we only have about four (4) key slots open: Co-chair for Lynn Clark, Co-chair for concessions, volunteer chair and Co-chair for stadium. Volunteers interested should contact Lynn Filla-Clark or Renata.
- (v) The 2008 Grant for the Downers Grove Village Grant Commission was submitted by the November 1st deadline.

Craig asked Renata if the warm-up for the bands was better at Kingsley. Renata said that it worked out well to have the bands warm-up there. Also, Northern Illinois University may be available to perform at next year's Music Bowl. Renata will have wrap-up comments soon.

XIV. Social Activities Coordinators' Report:

A. Fall Concerts: Tracy Danko reported that the Social Committee will be serving drinks at the November Concerts.

B. Fall Banquet: Deb Stanger reported that there will be a total of 330 people attending the banquet. The food will be served in the cafeteria and the senior video and awards will be held in the cafetorium.

**Community High School District 99 – South Campus
Mustang Band Boosters
November 5, 2007 – Minutes**

B. Spring Banquet: Ed Kopytko will be observing how the Fall Banquet turns out and possibly following suit with the Spring Banquet being held at school with Carrabba's catering the event.

XV. Volunteers and Chaperone Coordinators' Reports:

A. Volunteers: Mike Hutton reported that the volunteer activities for the Marching Mustangs are complete. Thank you to all who volunteered for the football games and competitions.

B. Kiwanis Peanut Day: We have received the check in the amount of \$1,228.20 from the Kiwanis. The next Kiwanis peanut day is the last week of September, 2008.

C. Chaperones: Monika Cunningham informed everyone that the chaperone responsibilities are done for the season. She would like to send out a great big "THANK YOU" to everyone who volunteered their time and energy to help with all of the band trips this year. We couldn't have done it without you! A special thank you goes out to those that were there every weekend and stepped up to help keep things going when she was taking care of the "little fires" that broke out. You truly made her job easier. She would also like to send a thank you to the students in the pit. They were willing to help the ever changing pit crew to guide them to where they had to go so that the right pieces of equipment were placed in the right spots. She truly thinks that they enjoyed guiding the pit crew.

Notes were taken so that the few rough spots we had, can be worked out next year. Every trip is a learning experience! Glenn Clark will be taking over next year and she hopes that everyone will be willing to help next year as they were this year.

One suggestion is to work on defining the specific duties of the chaperone coordinators as well as the other committee/volunteer roles. Once the duties are defined, it will avoid confusion as to who is responsible for what and would also aid in the obtaining of volunteers for these positions, so that people would have a clearer idea of what was involved with each volunteer opportunity.

D. Pictures: Pictures came in and were handed out. Everyone seems to be happy with their pictures. Some suggestions were made and passed on to the photographer. Monika suggested that next year we try to take pictures earlier in the year so that we can get the pictures back earlier and we can wear out picture buttons the whole season! It may also be easier to take pictures on a day when we don't have a game to get ready for. The students all deserve a great big thank you for their cooperation on picture day. They were ready when we needed them to be and because of this, we finished only six (6) minutes behind schedule! (This was basically due to the fact that the sections that were larger or were handling larger instruments just took a little bit longer to process.)

**Community High School District 99 – South Campus
Mustang Band Boosters
November 5, 2007 – Minutes**

XVI. Uniform Coordinators' Report: Terry Vanderjack had no report at this time. However, the warm-up uniforms will be collected within the next few weeks so that they can be washed and stored for next season.

XVII. Parent Coordinators' Report:

- A. Youth in Music (Minneapolis):** Glen Williams thanked everyone for their participation in making the Youth in Music Competition a success. He would welcome suggestions from everyone, including the students, in order to make next year's event an even better experience. He felt that the highlight of the trip was eating at the University of Minnesota campus. He would like to send a thank you note and/or gift to the Athletic and Band Directors at the University to express our gratitude for their hospitality and use of their facilities.
- B. BOA (Indianapolis):** Kathy Gabric also thanked everyone for the BOA trip going very smoothly as well.
- C. Water** John Hoyt reported by e-mail to the Board that both he and Pat will be relinquishing their responsibility of water distribution for the 2008-2009 year. Replacements will be needed. He expressed that it has been a pleasure to serve with many talented and responsible individuals of the Mustang Band Booster organization. A copy of the Guidelines for Distributing Water to the Marching Mustang Band and Color Guard is available upon request.
- D. Jazz:** Jeff Horvath encouraged everyone to attend our inaugural Fall Jazz Concert on Thursday, November 29, 2007. Featured will be Jazz Lab Band, Jazz Ensemble and the Jazz Combo. The concert begins at 7:00 PM and is free! Another jazz opportunity on our horizon is the Jazz Cafe on January 15, 2008.

Last year, we created our first "other-centered" fund raiser and generated, combined with Downers Grove North, more the \$2,500.00 towards malaria bed nets to be distributed in Africa. This year, our goal is to gather enough instruments to fill an entire band! We are going to collect instruments (and money to get them in great playing condition) and donate them to schools in New Orleans. Jazz Lab Band will take all these instruments to the Frank Mantoosh New Trier Jazz Festival and the New Trier Festival will donate the instruments. We are thinking that we can raise, between DGS and our four sender schools, enough instruments for an entire concert band (9 clarinets, 9 trumpets, 4 horns, 6 trombones, etc). Our first donation is a coronet from Marcus Vanderjack.

If you don't have spare instruments in your house, you can also participate by making a donation. American Music has agreed to repair the instruments at a highly reduced rate, so your money will go towards making certain each instrument is in great playing shape.

**Community High School District 99 – South Campus
Mustang Band Boosters
November 5, 2007 – Minutes**

Thanks in advance for considering how you can participate in this project. We are quite blessed here in DuPage County for a myriad a reasons – sharing our musical instruments with the ravaged schools in New Orleans will make an amazing difference in the lives of many student musicians!

Thanks – if you have any questions about this project or about jazz at DGS, contact Glenn Williams at gwilliams@csd99.org.

XVIII. Bylaws Committee - Scholarships: Craig Roselieb passed out the proposed Bylaw revisions and revised application forms to the Board. He asked everyone to review the revised forms and send him any suggested revisions or come prepared to discuss the proposed forms at the next Booster meeting in December

XIX: Miscellaneous, Unfinished Business & New Business: There is no miscellaneous, unfinished or new business at this time.

XX: Announcements: The next Booster meeting will be held on December 3, 2007 at 7:00 p.m. in Room D180 at Downers Grove South. All are welcome to attend.

XXI: Adjournment: The meeting was adjourned at 9:26 p.m.