

# MUSTANG BAND BOOSTERS MINUTES

October 3, 2011

## **I. Call to Order (Cathy Jama): 7:01 pm**

The meeting was called to order by Cathy Jama. Executive Board members in attendance included Cathy Jama, Jill Quinn, John Quinn, Arvinda Patel, Paul Meek, Carol Tedeschi, Howard Kotlicky, Ginny Hood, Craig Roselieb, Ron Hornish, Jeanette Burton, Linda Lange, Bonnie Peterson, Terri Piekarski, Mary Coley, Lisa Chentorycki, Tom Roth, and Lynn Fila-Clark. General Board members in attendance were Mary Ann Hays, Laura Jarmakowicz, Mary Claire Kastenholz, Julie Ruth, Jill Pruett, Sharon Gresik, Jan Colip, Kathy Perez, Eddie Perez, Deepak Patel, and TJ Roth. Guests in attendance included Cameron Douthitt, the student teacher.

## **II. Student Band President (T.J. Roth): 7:01 pm**

TJ reported that since the last meeting the band continues with their nightly rehearsals where they are making some cool modifications to the show. The band has also performed at two football games, and four competitions, which included Lake Park, where they placed third in class AA preliminaries with a tie for Visual Effect, and sixth place in the finals; Stagg, where they placed fifth in class AA; Wheaton North, where they placed second in class AA; and Wheeling, where they placed second in class AA losing to Victor J. Andrew by 0.55 points, and got awarded best visual, best music, and best drum majors. At the mini-camp last Saturday, the band had good sessions with Mr. Snoeck, retired director from Lake Park; Dr. Belongia, Marching Band Director at Illinois State University, and Mr. Lepper from VanderCook College of Music. For the Kiwanis fundraiser, TJ recruited a couple of students to work with him at Ultra Foods. TJ reported that the upcoming events included two more football games on October 7<sup>th</sup> and October 14<sup>th</sup>, which would be the Homecoming Game; Prospect High School Knight of Champions competition this Saturday; the University of Illinois competition including the overnight stay; and the Illinois State University Championships. TJ thanked everyone for coming to cheer the band at the various competitions. TJ was requested to recruit help for: the Fall Banquet Night to help with the setup prior to the banquet; for the November Market Day; and for the IMEA Festival as well. TJ was also asked to get together a list of songs to play at the overnight party.

## **III. Approval Minutes – Recording Secretary (Arvinda Patel): 7:05 pm**

Arvinda did not get any request for changes to be made to the August 29 minutes.

- Motion for Approval of August 29, 2011 minutes motion by: Linda Lange
- Motion seconded by: Ginny Hood
- Time of Approval: 7:05 pm

## **IV. Treasurer's Report (Paul Meek): 7:06 pm**

Total cash receipts during the month of September were \$16,073 and total cash disbursements for the same period were \$16,469. The primary sources of cash were as follows: Deposits for Germany Trip \$5,100; Merchandise Sales \$4,778; Market Day \$1,307; Marching Band Fees \$1,250; Color Guard Fund \$527; Go Roma Fundraiser \$395. The major categories of payments during the month were: Candy Bar Purchases \$3,750; Staff Payments for Drill Writing \$2,000;

Band Merchandise for Sale \$1,735; 2011 Year Conclusion (Cleaning & Awards) \$1,666; Shoes \$1,650; Composer Clinic \$1,359; Group Meals \$845; Total Cash On Hand at September 30 = \$79,653. Several of the accounts are currently at “in-between” stages and will change significantly as additional information is received. These include: Color Guard Equipment & Uniform; Candy Sales – Purchase of Candy & Transfer to Student Accounts; and Merchandise Sales.

**V. Comptroller’s Report (Howard Kotlicky): 7:20 pm**

Howard requested everyone that has any outstanding bills to get them in so that it can be determined whether everything is within budget or not. Also the future Comptroller’s job will include budgeting at the beginning of the year. This year, the Comptroller’s main job is to make sure everyone remains within budget especially since there is no income coming in from the Music Bowl.

**Equipment Coordinator’s report:** Howard reported that all work on the loft is to be completed soon. The loft has been painted and it looks really good. Lights installed in the trailer are working, but the modifying of the wheels on the marimbas will have to be done after the season is over, as trying to work on them now would put the instruments out of commission.

**Color Guard report (Mary Ann Hays):** Mary Ann reported that the Color Guard is now at 26 performing members due to some injuries, but is continuing to work through them. Guard moms are trying different options for pulling the skirt back during a couple of the sections of the show as suggested by the judges. They are also still having a problem with paint on the knees of some of the uniforms. In addition, up for discussion is the need to discuss changing in the bus to provide more privacy. Lastly, the Winter Guard committee will be getting together on October 9th to review the contract for hosting the Winter Guard competition on Sunday Feb. 19th.

**VI. Band Director’s Report (Craig Roselieb): 7:24 pm**

- **Marching Band:** Craig expressed special thanks to the following: Tom Roth and all the volunteers for doing a great job on moving the equipment on and off the field; the Uniform moms for making the pink gloves for Friday night’s game and all the other hard work that has gone into making the new uniform implementation a success; the color guard moms for working with both new uniforms to get them right; and lastly to all who have helped make the new uniform process work smoothly for competitions. The room list for the University of Illinois overnight stay is now available. Craig inquired if there were any funds remaining in the budget for an additional staff member, and Paul said he would let Craig know via email as he did not have the information available to him at that moment.
- **2011-12 Jazz Ensemble Activities:** There is a new gig on the calendar on December 6. Also coming up are special rehearsals with Ron Carter on October 31, Don Owens on November 21, and Bob Lark on November 28. With upcoming Midwest Clinic and IMEA programs and clinicians, Craig inquired if the board would come up with some contribution. He has some sponsors lined up but is short on funds. The board decided to table the discussion until the next meeting when they get more details.
- **Open House/Band Registration Online:** Craig inquired on the status of the success of the online band registration. The online registration was good but we needed to get more

band families to register. Other than that there was also an excel file available from Google, which can be used to make class lists available for names.

- **Student Activities Office Info:** 2011-12 Pep Band will begin in late November. 2012 Winter Guard rehearsals for November have been confirmed for the following dates in the Field House: Monday 11/7 – Field House Ct. 1; Wednesday 11/9 – Field House Ct. 1; Monday 11/14 – Field House Ct. 1; Monday 11/21 – Field House Ct. 2; Monday 11/28 – Field House Ct. 1.
- **2012 – Germany/Rome Trip:** After all submitted inquiries, there are still 35-40 spots available and only twenty-four of those inquiries have actually paid. Carol reported that she will be calling the rest of the interested students' families to get the initial payment from them. Craig also reminded the board that FOFA has to be reimbursed \$4,500 for air deposit.
- **2012 – California Trip:** Ron Hornish reported that the California trip planned for the spring break 2012 has been cancelled due to lack of interest because of the Germany/Rome trip. He said they would plan it for 2013.

➤ **Jazz Coordinator's Report (Glenn Williams- via email)(Julie Ruth):**

- **DG South @ Chamber of Commerce Event:** A student directed combo from South High School performed at the Downers Grove Chamber of Commerce Black and White Ball on September 17, 2011. Here is what a few patrons in attendance at the event had to say about these stellar student musicians: "The members of the combo were very professional and mature - we could not have asked for better music." "There is no recorded music playing right now - that is the live music in the room. They are really, really good - I can't believe they are high school students." Kudos to these student performers - keep up the great work!
- **Amazing year on the horizon for South High School Jazz.** The jazz ensemble has been selected to perform at the Midwest Clinic, an international event annually attended by more than 15,000 band and orchestra directors in December in Chicago. They will perform on Thursday, December 15<sup>th</sup> at 1:00 PM at McCormick Place in Chicago. It would be great to flood the place with a wonderful crowd of DGS parents – put this onto your calendar right now!!!
- **New Jazz Blog.** Since there will be a flood of jazz related news in the coming months, a separate jazz only blog has been established. Jazz information will still appear on the Fine Arts blog, but this will allow the Fine Arts blog to be somewhat non-biased while still getting the essential jazz information out to students and parents. If you'd like, check it out at: <http://dgsjazz.blogspot.com/>
- **DGS Jazz at Jazz Showcase.** The Jazz Ensemble from South High School in Downers Grove, directed by Craig Roselieb, will appear at Chicago's famous *Jazz Showcase* on **Tuesday, December 6, 2011**. This special performance, in part to prepare for their appearance at the 65th annual Midwest Clinic, will be a collaborative performance with the Jazz Ensemble from St. Charles North High School. The ensemble from St. Charles North is also performing at the 65th Midwest Clinic. "We are thrilled beyond belief to collaborate with St. Charles North to provide this performance experience for our student musicians." said South HS Fine Arts Chairman Glenn Williams. Stay tuned to this blog for updated

information about cover charge fees and performance times. For right now, reserve **Tuesday, December 6, 2011** for this special collaborative jazz performance.

## **VII. President's Report (Cathy Jama): 7:49 pm**

Cathy reported that she met with FOFA today and she learned that there wasn't any interest from either of their groups to participate in the candy bar sale this year. Amy Reeter graciously accepted to be the IMEA co-chair representing the Band as well as Joe Stranz being the FOFA representative. She expressed thanks to Jill Pruett and Ellen Heflin for the Kiwanis Peanut Day success. The Winter Guard contract is in and an initial meeting has been had to begin planning for the competition. Cathy, Bonnie Peterson, Terri Piekarski and Jill Quinn met with the Lake Park competition organizer to discuss the logistics of hosting a preliminary and finals competition. They were surprised to learn that profits weren't that much more than what we receive for just a preliminary competition and that Lake Park also faces the issue of lack of volunteer participation. However, the Music Bowl committee is still committed to do an all day competition that would include preliminaries and finals, and they will be getting together soon to start the preliminary planning. In accordance with the Bylaws, all Booster members are required to pay the booster fee.

- ✓ **Fall Banquet Coordinator report (Mary Claire Kastenholz):** Mary Claire reported that the Fall Banquet is on November 1 at 6:15 pm. Food will be from Gatto's, and raffle baskets will be included again this year. The season video will be handled by Cathy.

## **VIII. Communications & Public Relations Report (Ginny Hood): 7:57 pm**

- ✓ **Communication:** Ginny reported that she has met with Melissa Tussing, editor at Woodridge Patch, to get set up to "blog" on their page after each of the Marching Mustangs competitions. She was able to request that her posting also be shared on the Darien, Downers Grove and Bolingbrook Patch pages. Hopefully, many readers are following the band's successful season this way. Ginny also reported that she has been set up to send emails to the general band and color guard when there is an update to the Marching Mustangs blog page. She has received positive feedback about these emails. She is exploring the idea of setting up an "automatic" email to the distribution lists whenever an update is posted.
- ✓ **Audit Committee:** Audit procedures continue to be performed for the previous fiscal year. They anticipate having an informal meeting with Cathy Jama, Paul Meek and Carol Tedeschi (treasurer shadow) by the end of the month so that they can present their report at the November meeting.

## **IX. Hospitality/Marching Band Report (Jeanette Burton): 8:03 pm.**

Jeanette reported that she will be feeding the band on Homecoming Day at 4:00 pm. One thing she has learned from the fall mini-camps is that she needs to order more for the fall mini-camps than the summer mini-camps. Food menu for the University of Illinois and Illinois State University competitions has been finalized.

**X. Membership Report (Linda Lange): 8:11 pm**

**Marching Band 2011 to 2012**

As of October 3, 2011, the band has a total of 125 students for a total budget of \$49,600. A total of \$38,537.50 has been collected to date. A total of \$11,412.50 is due from fundraising on October 3.

\$38,187.50	Balance on 8/29/11
	Deposit(s) given to Paul today:
400.00	10/1/11
0.00	Scholarships
0.00	Refunds
(50.00)	Overpayment transferred to General Band
<u>100.00</u>	From Student Accounts
<u>\$38,637.50</u>	Balance on 10/3/11

The following is the breakdown of the 125 students: Freshmen – 23 Marching Band, 7 Color Guard; Sophomores – 24 Marching Band, 6 Color Guard; Juniors – 23 Marching Band, 7 Color Guard; Seniors – 28 Marching Band, 7 Color Guard. The total comes up to 98 Marching Band and 27 Color Guard members, for a further breakdown of 56 boys and 69 girls in Marching Band this year.

**General Band for 2011 to 2012**

The following four families have paid their 2011-2012 dues--Adams, Burton, Kelly and Schreck. Thirty-nine additional families registered online and paid, and the general consensus was that more band families need to be encouraged to sign-up.

\$ 200.00	Balance on 8/29/11
	Deposits given to Paul today:
1,850.00	10/1/11
(150.00)	Refunds for duplicate payments (families w/2 children)
<u>50.00</u>	Overpayment transferred from Marching Band
<u>\$ 1,950.00</u>	Balance on 10/3/11

**XI. Music Bowl Report (Bonnie Peterson and Terri Piekarski): 8:16 pm**

Bonnie, Terri, and Cathy met with the Lake Park organizers. They are hoping that the mid-October date will generate more interest. One thing, Terri inquired was if someone could help her generate the online registration for bands to register for the Music Bowl, and Craig said he could help her as he knew how to do it.

**XII. Student Accounts Report (Carol Tedeschi): 8:27 pm**

The balance of Student Accounts as of August 28, 2011 was \$7,717.89. Revenue in September was from the Candy Sale and the August Market Day Sale totaling \$3,500.96. The Market Day revenues include \$97.36 for one student, who was not on record for profits to go to her account. Her profits go back to the December 2010 sale. Expenses in September were for one Fundraising Expectation payment of \$100 and \$125 payment for the NY Jazz trip last spring. The request for the NY trip apparently bypassed Laura and was discovered when Paul reconciled

the Student Account balance to the Treasurer's Report. Total Expenses posted in September were \$225.00. The balance in Student Accounts as of September 30, 2011 is \$10,993.85.

### **XIII. Uniforms Report (Mary Coley): 8:30 pm**

Mary reported that the uniforms had been sent out for mid-season cleaning, and they were returned today. Mary and Lisa have been working on gloves for breast cancer awareness. A major concern for them is the bibs for the battery members. There is extensive “fuzzing” and wear from the harnesses rubbing on the bibs and they are working with Dwayne to come up with something to protect the uniforms from further damage.

### **XIV. Volunteers (Tom Roth): 8:36 pm**

Tom reported on the following:

- ❖ **Completed Tasks** included: 2 football games on September 9 and September 23; and 4 competitions on September 10, September 17 and September 23. A total of 71 people have volunteered at the 3 football games and 4 competitions, with some volunteering at all games and competitions, and others volunteering for different number of times.
- ❖ **Upcoming Events** in October include: 2 football game on October 7 and October 14(Homecoming); 1 playoff game on October 28; 3 competitions: Prospect – Knight of Champions (October 8 – Performance at 5:15PM); U of I – Illini Marching Band Festival (October 22 – Performance at 2:56PM); and ISU – Invitational Marching Championships (October 29 – Performance at 5:51PM)
- ❖ **University of Illinois Trip:** The performance time for our band is 2:56 pm. An initial room list for the hotel to reserve the rooms has been completed. The food menu has been completed, thanks to Cathy Jama and Jeanette Burton for their assistance!!!
- ❖ **Volunteer Request:** An initial request for volunteers was sent out last week, and Tom will be holding an informational meeting on October 4. Tom is hopeful to have a complete list of volunteers by the end of this week.

Tom’s list of things to do include completing room assignments for students, staff and volunteers with Mr Roselieb; contacting the hotel with room assignments; finalizing the pizza contract and purchasing the food and drinks with the help of Jeannette Burton, assembling the chaperone packet; and holding a chaperone meeting. Tom was informed that the band will be using 5 busses for the trip.

- ❖ **Water Coordinator’s Report (Kathy Perez):** Kathy reported that the distribution of water for the kids at the Stagg/Wheaton went fine, thanks to Cathy and Roman Jama. Both bands got plenty of hydration at the North/South game and things went smoothly at the Wheeling competition (calling each section up to grab water before the group left for warm ups worked nicely). The distribution of small bottles for pre-competition/warm-ups and the larger bottles for afterward seems to be working well. Kathy also wanted to thank Mary Claire and Mike Kastenzholz for their help at the Wheeling competition, and she reported that they were ready to go for the next game on Friday and the Mt. Prospect competition, and water at ISU for prelims, dinner and finals.

## XV. Ways & Means Report (Lynn Filla-Clark): 8:52 pm

Lynn reported on the following:

- **Market Day:** The September totals are not in yet so she'll report on those earnings at the next meeting. October not being a band month, the next band month is November 5.
- **Go Roma Fundraiser:** Profits from the fundraiser were \$395.12.
- **Buona Beef Catering Fundraiser:** Only 1 fundraiser for \$23.21.
- **Candy bar sale (Kathy Perez):** The students sold a total of 145 boxes, with a breakdown as follows: Band students – 133 boxes; Orchestra students – 8; Choir students – 4 boxes. With 5 boxes left over, Kathy was thinking of putting out one last email to see if there was anyone who wanted to buy (as long as the candy is not sold on school grounds). Otherwise we will sell the candy at the Winter Guard competition in February. Kathy got a mix of comments/complaints from kids and parents saying that some of the candy was hard to get rid of.
- **Kiwanis Peanuts (Jill Pruett):** Jill reported that the 5th annual Kiwanis Peanut Days fundraiser was a huge success. A total of \$5,030.75 was raised for Kiwanis and the band. This represents \$2,149.87 for the band after the deduction of the cost of the peanuts from our portion (\$731). Without the wonderful enthusiasm and support of all volunteers, this wouldn't have been possible. All cash has been deposited into the band boosters' account and a final total and amount to be given to Kiwanis will be determined after all checks have been received. Next year's Kiwanis Peanut Days is September 20, 21 and 22, 2012.
- **Merchandise (Sharon Gresik):** Sharon reported that she had placed a second spirit wear merchandise order, in which 34 families participated. The order should be in by the end of the week to be distributed. Included in this order are: 10 zip up jackets; 16 pull over sweatshirts; 9 flannel pants; 15 drawstring bags; 22 car decals; 4 scarves; and 17 hats. A total of 66 families participated in the combined 2 spirit wear orders. Total merchandise sold included 54 pull over sweatshirts, 27 zip up jackets, 29 flannel pants, 66 car decals (196 left to sell), 41 drawstring bags (59 left to sell), 19 scarves, and 17 hats. Total profit for both spirit wear was \$983; however, there is additional stock of car decals and drawstring bags worth \$528. Therefore our currently realized profit is \$455.  
Details of the 2011 River Vision show shirt/parent shirt orders: 141 student/staff shirts; 4 DGN drum major shirts; 9 extra shirts for uniforms; 1 composer shirt. Total cost was \$1698.06, so with a budget of \$1,450 the merchandise budget is over by \$248.06.  
Parent shirts/extra student shirts orders: 76 white wicking shirts; 85 blue cotton shirts; and 6 sweatshirts. Total cost was \$1,858.51; money collected was \$2,484.50, with a net profit of \$625.99.
- **Game Night:** Lynn reported that the fundraising request form has been submitted. Things have been set up at Moose Lodge for Saturday, February 11, 2012. Lynn is planning to set up a meeting soon to get donation letters out.
- **Louis' Tailors on Ogden Avenue:** Lynn reported that for each jacket bought, Louis' Tailors will donate \$10 to the Band Boosters, as long as the purchaser specifies that they want the \$10 to go to DGS Mustang Band Boosters. The coats are \$160 + \$35 for the big school patch on back, which they will sew on at no charge. They will send in a check at the end of the school year (Lynn will send them an email towards the end of the year as a reminder, to find out how many jackets were sold with donation requests for the DGS

Band Boosters. This can be done each year; he just asks that he is contacted at the start of each school year.

- **Fundraising Calendar:** Lynn still needs to finalize this and incorporate Cathy Jama's suggestions. Once changes are incorporated, she'll use it to identify opportunities for other fundraisers and coordinate with Choir Boosters and FOFA

**XVI. Miscellaneous, Unfinished Business, New Business:** None.

**XVII. Announcements:** Cathy announced that the Homecoming Parade is on October 14, and she encouraged all to come and cheer the band. The next meeting is on November 7, 2011 at 7:00 pm.

**XVIII. Adjournment: 9:10 pm.**