

STMAA Board Meeting October 13, 2014

Call Meeting to order: 7:04pm

Members in attendance: Patty Larkin, Anne Cordoni, Gretchen Ehlers, Cheryl Roddick, Bill Maier, Nadine Bird, Karli Blaydes, Robin DeJarnett, Eddie Smith, Deb Maier, Nathan Lambert and Amy Lambert.

Guests in attendance: Debbie Drennan

Addition to Agenda - Board Policy on Band Student Donation Waiver - Motion to approve addition to October's Agenda - Patty Larkin; motion 2nd - Gretchen Ehlers; All in favor no opposed or abstaining.

Approval of Agenda - Motion to approve October's Agenda - Patty Larkin; motion 2nd - Robin DeJarnett; All in favor no opposed or abstaining.

Approval of Meeting Minutes - Motion to approve the September meeting minutes - with correction of names and approval of bus line item vote - Patty Larkin; motion 2nd - Cheryl Roddick; All in favor no opposed or abstaining.

REPORTS: OFFICERS and DIRECTORS

President Report: Will try to be more diligent about motion approval process. Thanked everyone for getting agenda items in.

Treasurer Report: Gretchen is still working on report from Charms. Clarified why the student ledger line is a negative. Asked if any other info was needed? Robin asked what the Centerplate line item is and Gretchen asked to wait for Deb - she knows the accounts better.

Financial Secretary Report: Bank balance as of 9/30/14 is \$36,775.01. Marching band income in September was \$24,000.00. Cheryl explained that the General Fundraising Account and Student Account will constantly fluctuate between each other.

Trips Coordinator: Robin reported that the Hotel reservation for Fresno has been confirmed. We have until Nov 7th to cancel the second night. Saturday's competition is at Buchanan HS and Sunday is at CSU Fresno.

Food Coordinator: Karli has 2 ideas for future dinners and she'll need help preparing: one is a salad bar and the other is pulled pork with mac & cheese.

Equipment Report: Eddie reported that he did some repairs to some instruments. Had issue with flatbed trailer. Peterson's offered their trailer for transport but need it enclosed. All vans are reserved for remaining shows. Reno would like for us to buy a generator and light standards, Patty asked Eddie to do a cost proposal but was decided to vote tonight instead. Proposal would include the purchase of a Yamaha generator (\$600.00) + lights (200.00). Motion to allow purchase of up to \$800 - Eddie; motion 2nd - Robin DeJarnett. Discussed cost of gas, storage of

units, etc. Tabled motion until after we see where we are budget wise.

Historian: Heather reported that she doesn't have a child in MB so she'll have Amy Lambert bring her camera to all shows and take pictures. Patty asked for volunteers to videotape the shows. Heather will connect with Deb. It was clarified that the Historian's responsibility is to make sure the recordings happen - not necessarily do it herself.

Band Director Report: Julie mentioned that our next meeting is scheduled for Nov 18th which isn't a good day so should move the date. Fleet week is by invitation only. Foothill show is Norcal competition not WBA - it's run by parents and its awesome classification is done by individual group. We're the only 4A band competing so we'll be competing as a 5A band. She'll publish the schedule in the next couple of days. Our adjudications are posted on School loop. We're hosting the Pioneer pep band at the football game on Saturday 10/18. The MB photo is scheduled to be taken on 10/20/14 by Eli Pitta. Lana Vaughn stepped down as Webmaster. There are lots of ways we can go with this. We have more hands involved and should form a committee. Apparel orders are wrapping up. Motion to form a Webpage Committee - Nadine; motion 2nd - Robin DeJarnett. Discussed that we want to keep it creative and continue to allow student input and ideas. Committee members are Nadine Bird (Chair) and Robin DeJarnett. Info will go out to parents, alumni and students. All in favor no opposed or abstaining.

Volunteer Coordinator: Deb reported that ivolunteer is going well. Had an issue at the Gilroy comp about whose entry fee is paid for volunteering vs whose is not. She doesn't want to be the decision maker so is asking for the board to decide based on this info: WBA gives each school a set number of staff badges, pit wristbands and student wristbands. For pit we get 9x wristbands and we usually use 8x of them. How can we let parents know about this policy? Talked about adding other parents/jobs to use the extra pit wristbands. Keep in mind these wristbands will usually only get you on the field not into the stands. Deb and Julie will draft a policy based on tonight's input. Policy should include job titles of who gets badges. Suggestions included pit crew, drivers, chaperones, food coordinator, uniform assistant and equipment movers.

Fundraising Report: Bill reported Levi is tracking the shifts we're working and is currently at 93 which equals a commission of about \$116 ea. STMAA gets a cut of this. The shifts are long but we've earned about \$10,000.00. Bill presented Fundraising Proposal #3. Motion to do a Christmas See's candy fundraiser-Deb Maier; motion 2nd - Robin DeJarnett. Discussed that presale would be 11/3 - 11/21 with delivery 12/8 to coincide with the Winter Concert. We would receive 20-25% profit, 50% on Holiday boxes. All in favor no opposed or abstaining. Proposal #2 for general fundraising Location Sales has had a change. Lucky has moved us to the pharmacy side which is not good. Bill is going to ask the Safeway on Almaden. Side note: Robin asked for the artwork on the cards to be added to the website cause the cards will be cut up. Bill also reported that the ESUHSD suggests we take a look at who we partner with for fundraising efforts. Bill put Fundraising Proposal #4 together. Motion for us to have a "white list" which would include organizations that are approved to partner with us especially smaller schools-Bill; motion 2nd Deb. Discussed if we charge these organizations a management fee? yes - about 5%. Concerns about going forward. We've been partnering for 12 years already so shouldn't be a concern. Will document for newcomers. Includes extending partnerships with all of our

fundraising entities to include Levi (Centerplate), Shoreline, Vanguard, etc. Should we add standards to our policy? Yes, to include what our mgmt fee is, consequences for failure to comply and other criteria to be able to continue. How much have we taken in? Anywhere from \$500-\$3000. Is it worth it? Yes. Is this necessary for us to do to continue with Levi Stadium? At this point it was decided to table the Motion for more discussion.

NEW BUSINESS

Music Marathon Proposal: Debbie reported that they're going to publicize the amount of need as \$25,000 but was told it should include expenses. Asked who the event treasurer should be? Suggested Tracy Marr. Other questions asked regarding money handling were referred to Gretchen. They'll talk off-line. Pledge party cash handling will be by Anne Peterson. We will only provide water/snacks for the students the day of the event. Debbie would like actuals from last year - Deb will get for her. Motion to approve expected expenses to include: Food \$500; Security \$250; Prizes \$1000; Carnival \$2000; Decorations \$500; Battle of the Bands \$1125 Robin; 2nd motion Nadine. Need to publish Music Marathon fundraising need as \$30,375.00 to cover these expenses. They'll hand out flyers at the Bernal Big Band Bash on 12/5. If anyone is interested in helping with M.M please refer them to staceyneil@totalfitsolutions.com OR debbiedrennan@comcast.net. All in favor no opposed or abstaining.

Band Donation Waiver: Cheryl reported that she has concerns about confidentiality but was told only the committee will have access to this info - won't be something the board votes on. Will be sure to keep in mind that this process is not an easy out. Made several changes to proposal to remove lines, change lines. Cheryl will provide final draft to board via email. No motion or 2nd was recorded so we postponed the vote until the November meeting.

Audit Committee: Karli reported that they got together and discussed what needs to be done. Will start next month.

OLD BUSINESS

Income from Donations: Cheryl reported that we are sitting really good. We have about 23K still outstanding from MB. Will continue sending emails. Patty will send an email as well to all parents.

Equipment: Continued discussion about purchasing generator/light standards that was tabled earlier: Motion approved; no opposed or abstaining.

November Board Meeting date: November 10, 2014 @ 7pm in the band room

Meeting adjourned at 9:09