



## STMAA Board Meeting June 17, 2014

### ATTENDANCE

The meeting was called to order by Patty at 7:09 p.m. in the library at Santa Teresa High School, San Jose, CA.

In attendance were:

<input checked="" type="checkbox"/> Julie Bounds (D)	<input checked="" type="checkbox"/> Patty Larkin (B)	<input checked="" type="checkbox"/> Laura Needham (B)	<input checked="" type="checkbox"/> Cheryl Roddick (B)	<input checked="" type="checkbox"/> Kimberly Louie (B)
<input checked="" type="checkbox"/> Eddie Smith (B)	<input checked="" type="checkbox"/> Robin DeJarnett (B)	<input checked="" type="checkbox"/> Stacy Neil	<input checked="" type="checkbox"/> Deb Maier (B)	<input checked="" type="checkbox"/> Bill Maier (B)
<input checked="" type="checkbox"/> Marty Reinders (B)	<input checked="" type="checkbox"/> Camilo Orjuela (B)	<input checked="" type="checkbox"/> Catherine Orjuela (B)		<input checked="" type="checkbox"/> Shabnam Bartotra (B)
(G) Reno		<input checked="" type="checkbox"/> (G) Anne Cordoni	<input checked="" type="checkbox"/> (G) Amy Lambert	<input checked="" type="checkbox"/> Gretchen Ehlers
<input checked="" type="checkbox"/> (G) Nathan Lambert				
<input checked="" type="checkbox"/> (G) Juana Virgil				

*D=Band Director B=Board Member G=Guest S=Student Representative*

### SECRETARY'S REPORT

- May minutes were approved. Patty moved; Laura seconded.

### PRESIDENT'S REPORT

- Patty sent the bylaws to the group. The incoming secretary has the new set.
- Discussion was held about the summer board meeting dates. The next meeting will be August 5<sup>th</sup> at 7pm in the library.
- Patty has contacted Tamara Payne-Alex to train the board members in a non-profit role. She does this professionally and has volunteered her time and knowledge for our benefit. Patty is working on setting a date and time.

### BAND DIRECTOR'S REPORT

- Julie posted the band schedule for the year.
- Marching band theme is "Trapped" with music from the Bourne movies.
- As of today the marching band is 118 with no prop kids. Color guard and marching band numbers will continue to flux through the summer.
- Two new color guard staff have been hired.
- Chabot festival has been removed but we are adding Sonoma State University competition. Fleet week is back in our program this year.
- Julie has been in close contact with the new Bernal music director. The two have the goal of meshing the middle and high school programs.

### BUDGET ANALYSIS

- The budget was restructured to be more readable. The budget is planned around the expectation of donations we have historically received from students over the last 5-7 years. Most of the other districts and Julie's colleagues are at significantly lower donation rate expectations. The numbers have been carefully scrutinized to make sure the formulas are accurate. Corporate Advertising has been added to our budget. The tax laws have changed in ways that make corporations only able to deduct "donations" under advertising so we need to change how we manage corporate donations. Corporate matching donation programs are likely unaffected.
- Deb leaves on Tuesday for the Charms conference. She already has a list of questions in the budget area to ask.
- Patty liked the quarterly break down. Julie mentioned that the new system shows us that we have a ton of expenses that first part of the year and allows us to be more proactive with both income and expenses.
- To accompany the budget, the calendar for fundraising is set to better coordinate with the timing of the

needs of the year.

- Also, each and every fundraiser will put 5% into the general fund. The exception to money coming in getting charged this fee will be the sponsorship letters.
- Julie suggested we put together an alumni list. Marty suggested using that list to notify them of upcoming fundraisers (i.e. Debrito apples, etc.).
- Motion made to approve budget. Camilo motioned, Robin seconded. Motion passed.
- Motion made to approve fundraising plan. Catherine motioned, Cheryl seconded. Motion passed.

#### TREASURER'S REPORT

- **Checking Account Balance** – \$26,982.69
- **TOTAL Band Fees outstanding**—did not report
- Laura has been training Gretchen. The signers are being changed over on Friday because that's the most convenient date for everyone. The books actually close on the 30<sup>th</sup> of this Month.
- The band fee letter isn't clear about what color guard who are not in band would be paying. The fee will be set at \$900. Deb motioned to make the colorguard donation for the year be \$900. Cheryl seconded. Motion carried. Cheryl will rewrite the letter and send it out soon.
- Cheryl will send statements out once a month even through a summer.

#### FUNDRAISING-BILL

- Levi stadium training is ongoing and will be coordinated through iVolunteer.

#### HISTORIAN-

- Marty is passing off the hard drives tonight.

#### VOLUNTEER COORDINATOR – DEB

- Deb will use iVolunteer to get help whenever board members or committee members are needing help. If anyone has a need, contact Deb.

#### TRANSPORTATION – ROBIN

- No report.

#### EQUIPMENT – CAMILO

- No report.

#### COMMUNICATIONS - SHABNAM

- No report

#### FUTURE MEETINGS

- **August 5th**
- **December and May is still first Tuesday**

*Meeting adjourned at 8:37pm.*

Respectfully submitted, Kimberly Louie, STMAA Secretary