

11/13/18 STMAA Board Meeting

Tuesday, November 13, 2018 7:00 PM

Attendees:

Board Members:

- Bevlee Doran
- Wendy Valdez
- Tracy Hemmeter
- Fahmida Rahman
- Renetta Henault - via phone
- Angelika Pietrczak
- Victoria Blackmon
- Roy Murphy - business trip
- Ria Bradbury
- Jose Valdez
- Nadine Bird
- Meg Davies
- Karli Blaydes - absent
- Ailish Doran
- Katie Starnes

Committee Chairs/Members:

- Karen DiFrisco
- Patti Henkhaus
- Trudi Konzem

Visiting:

- Valerie Pietrczak
- GitaBagel
- Annette Jackson
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1. Call to Order: 7:10pm
2. Approval of November Agenda
 1. Motion to approve: Tracy
 2. 2nd Meg
 3. All in favor, no opposed, no abstention - Passed
3. Approval of October 2018 Meeting Minutes
 1. Motion to approve: Jose
 2. 2nd - Nadine
 3. All in favor, no opposed, no abstention - Passed
4. Valerie
 1. Christmas Pledge Parties?
 1. Katie - no time to practice.
 2. Bevlee - lack of music playing poor, decided not to do the Christmas pledge parties
 3. Trudi - have 30 pledge parties to fill in January & February
 2. New social media - what is the reason.
 1. Bevlee - going the route of trying to bring in kids
 2. Valerie - Look at big Texas bands - have nice sites
 3. Bevlee - committee being started to look at these options
 - 1) Jose - should have kids involved.
 - 2) Bevlee- will have representation from each grade.
 - a) Bevlee- STMAA needs presence in FB, Instagram, and Snapchat - need discussion with Eli.
 - b) Need to move the STMAA into the 21st century.
5. Board Calendar – Review, November, December, January
 1. Bevlee - has not kept up with this calendar, not sure if anyone else does. Busy with budget and getting money for champs.
6. Financial Report- *Tracy Hemmeter*, Treasurer
 1. Reports from Charms, fixed payment reports.
 2. Positive bank balance
 1. Ahead by \$13,314.50
 - 1) In bank \$56k
 - 2) Taken in more than last year.
 - 3) Marching band at 74% - still outstanding company matching and some parents still paying. Looks like we will make budget.
 - 4) We will be reporting month by month - previous month up to 30th Fahmida will recon and will report previous month
 2. Bevlee - Hayley Ng is auditing. - Goal is being transparent.

3. Fahmida - IRS requires receipts, so this will be asked.
 4. Tracy - met with Hayley - reviewed July and requested more info for August and September
 - 1) Summary reports, not detailing all ins and outs.- We do not do this at this time, is this wanted? Most is individual student contributions. Do not want to report for confidentiality reasons. Can do it but would take a lot of work and would sacrifice one of the reports.
 - 2) Bevelee - currently do we meet the requirements?
 - a) Fahmida - it is a question of check and balance - need to have a budget that is under control. Need to know status of bank and funding. Thinks current way takes care of what is needed.
 - i) Bevelee - is okay with how it is currently done as long as it works.
 - ii) Fahmida - was put in place by consultants and meets requirements.
 - iii) Meg, Jose both responded that as long as compliant this works.
 3. Good Shape - as long as fundraising continues.
 1. Music Marathon, Bingo, etc, important moving forward.
7. Board Reports:
1. Music Director's: Ms. Katie Starnes
 1. *Thank you all for your help and offering to volunteer and being flexible for this.*
 2. *Air quality in Bakersfield is unsafe.*
 3. *Waiting for word, could effect champs.*
 4. *We can charge for concerts. - Most charge \$5.00 per person. - call it a \$5 suggested donation, then next year implement charging next year.*
 - 1) *Need to vote for next year, since this year it is a donation, we do not need to vote.*
 5. *\$2000 for music first software won't be used. Would like to move it in budget to line 99 5002C Instrument clinicians.*
 - 1) *It can be moved - Fahmida - moving from line 155*
 - a) *Last year was \$10k, this year was only \$4k*
 6. *Nadine - no room with busses for hanging out.*
 - 1) *Setting up the senior dinner at the park across the street.*
 - 2) *One of the trucks can leave early, don't need to have the kid's bags.*
 - 3) *Trucks can only unload, cant park in the parking lot.*
 7. *Katie - should have more info in the next day.*
 2. President- Bevelee Doran
 1. *Can afford to go to champs!*
 2. *Thank everyone for their help getting where we got. - Parents, kids, fundraising stepped up.*
 3. *Vanguard is changing distribution of checks to 2x per month.*
 4. *Feedback from Kelly Quan - need information in bylaws in case we fold. 5 years since last bylaws have been looked at. Do we want to update bylaws and rolls? In January get bylaw committee going.*
 5. *Get nominating committee together in January for new blood.*
 6. *1/3 of board graduating.*
 7. *Appreciate the board and committee members so much. Small organization and big budget. State of transition, need to run as a real board.*
 3. Secretary- Wendy Valdez
 4. Financial Secretary- Fahmida Rahman
 5. Director of Fundraising - Renetta Henault
 1. *Sales from spirit books \$1400 above budget so far.*
 2. *Dine out at Panda Express tomorrow.*
 3. *Christmas Trees - Opportunity is gone.*
 4. *Poinsettias ordered - making form to make available to classes. - same number as last year - 1st come first serve.*
 5. *Eli asked to put forward a proposal for Spin - \$10/participant - no cost to us. Instructors is donated. - money depends on participants. If he were to provide 5 classes at 24 students it would make \$12k for Winter Guard.*
Bevelee - Fundraising proposal? And When
Renetta - will depend on MPR availability
Meg- how will color guard participate.
Patti - color guard will attend and potential color guard as well as other schools and anyone interested in Spin.
Bevelee - Color Guard needs to market this.
Angelika - need to market to the middle schools.
Renetta - similar to Jr. Saints.
Bevelee- proposal tonight?
Renetta - has proposal and would like to vote tonight.
Bevelee - concern that there has been only 70% participation in MB CG
If there is not money in the account, winter guard will not happen.
Fahmida - will we need waivers in place.
 Motion on table - Renetta
 2nd it - Meg
 Discussion - concerned about waivers and liability - Bevelee
Fahmida - people will not be from this school.
Tracy - participation contingent on waiver signed
Nadine - and money paid.
Eli is donating all time. - all money going into Winterguard program.
Jose - do we have the liability or the school?
Fahmida - on us
Meg - Restate proposal with Waiver.
Tracy makes a motion for the proposal as long as participants have paid and waiver is signed.
 2nd - Meg
 Unanimously passed.
 6. *No info about Sees - Mr. DeRose working with Katie to get forms to kids. He has plan for getting it separated and distributed. Would like the kids to have the forms over thanksgiving to sell product. Renetta will reach out to see what is happening.*

7. No plan for dine out in December.
 8. Proposal for December
Dibrito - delivery date week before February.
Tracy will not be able to help with credit card payments this time.
Renetta will communicate with Fahmida.
 9. Poinsettias - Ria asked about date. 11/29 still date.
 10. Visa gift cards proposal - 250 in tickets one Visa Gift cards to be purchased, every 10 tickets kids get a separate ticket for a kids drawing.
386 tickets to cover both cards. Budget minimum \$1000
Vote - for this to happen at Jazz Holiday café
2nd - Tracy
Discussion - Angelika - number of tickets from last year's sale
Meg - confusion last year caused less to be sold.
Unanimously passed.
6. Director of Communications - *Angelika Pietrczak*
 1. *Friend president of OG band program. Talked about fundraising - made a lot of money with Sharks. Willing to work with ST and OG for ideas. Open for questions.*
 - 1) *Bevlee - definitely when reviewing bylaws will be looking at the other bands in area.*
 2. *Newsletter - divided it. Open to suggestions and will flow suggestions to anyone who is taking over.*
 - 1) *How are we going to proceed? May have interest in changing the look. Make more colorful and easy to read. Charms does not let emoji's and pictures.*
 - 2) *Take off line - can we use another program - Jose*
 3. *Passed out many of the trophies.*
 - 1) *Adventure program interested in the disassembled trophies.*
 - 2) *Rest of trophies not taken will go back in container.*
 4. *Storage room outside band room - working with Nadine, Roy, Patti, and STMAA filing and donation boxes. Want to talk to Renetta to find her a spot.*
 - 1) *Need committee.*
 5. *Open positions - need to be edited, Renetta's job needs to be separated out.*
 - 1) *Bevlee - this will be reviewed in the committee*
 7. Historian- *Victoria Blackmon*
 1. *Would like to do a yearbook for marching band.*
 - 1) *Will work on this after champs.*
 - a) *Tracy - do marching band and maybe do a full band.*
 - 2) *\$30 pages for \$20 at Costco. - we could pre-sell and ready by*
 8. Director of Food Service- *Roy Murphy*
 1. *Taco bar for Saturday - Pizza for Sunday*
 2. *Under \$2000 for food for marching band*
 9. Director of Volunteers-*Ria Bradbury*
 1. *Generated Jazz café, pledge parties, poinsettias on Ivoluteer.*
 - 1) *Copied from last year*
 10. Director of Equipment- *Jose Valdez*
 1. *Expenses to submit.*
 2. *Talk to board about Monarch - horrible to work with. No after hours*
 - 1) *Pricing changes - disputing last invoice - charged for 2 days when used for 1 day.*
 - 2) *Working on looking for a new vendor.*
 3. *Cancelled truck and trailer - no cancellation fees for last weekend.*
 4. *Will talk about trucks for champs at end of meeting.*
 11. Travel Coordinator - *Nadine Bird*, acting TC
 1. *Hotel booked and paid for by last Friday. If cancelled, we will not get money back.*
 - 1) *Hotel is on schedule - Holiday Inn Express*
 - 2) *Staff and bus drivers at Howard Johnson.*
 - 3) *List of kids and where they are staying.*
 12. Members at Large
 1. *Nadine Bird – Uniforms and Website*
 - 1) *Concerned where putting uniforms at champs.*
 2. *Meg Davies – Special Assignments*
 - 1) *Working on Jazz Holiday Café*
 - 2) *Tracy - feels mentorship program is working. Freshman families are making contributions. Thanks to Meg for leading it. Criticle to our success going forward.*
 - 3) *Angelika - should we do more reaching out after marching band.*
 - a) *Meg - yes, can continue to contact families.*
 3. *Karli Blaydes- Music Marathon Chair*
 - 1) *Karen - changed meetings to Tuesdays. Tuesday 27th November next meeting. Proposal hope to be ready for next meeting.*
 - a) *Nadine would like list of meeting times and dates to post online.*
 13. Student Representative - *Ailish Doran*/unavailable due to rehearsal
 1. *Was here due to rehearsal cancellation - nothing to add*
6. Committee Reports
 1. *Music Marathon –Karli Blaydes*
 2. *Mentor Program - Meg Davies*
 3. *Audit Committee - Bevlee Doran*
 7. New Business
 1. *Patti - Renetta is working with Eli planning fundraisers for Color Guard.*
 1. *Winter Guard is based on contingency of payment.*

Future Collaboration Dates:

Date and Location to be determined and confirmed

Future Board Meeting Dates: Board Meetings: 2nd Tuesday of Every Month

December 4, January 8, February 12, March 12, April 9, May 7

Meeting called at 8:35pm.