

# 2/12/19 STMAA Board Meeting Minutes

Tuesday, February 12, 2019 7:00 PM

## Attendees:

### Board Members:

- Bevelee Doran
- Wendy Valdez
- Tracy Hemmeter
- Fahmida Rahman
- Renetta Henault
- Angelika Pietrczak
- Victoria Blackmon
- Roy Murphy
- Ria Bradbury
- Jose Valdez
- Nadine Bird - Absent
- Meg Davies
- Karli Blaydes
- Ailish Doran / Jessica Valdez - Absent
- Katie Starnes

### Committee Chairs/Members:

- Karen DiFrisco - Absent
- Patti Henkhaus
- Trudi Konzem

### Visiting:

- Cary Connolly
- Alka Poddar

1. Call to Order - 7:05pm
2. Approval of February Agenda - Meg 1st, Roy 2nd, all passed
3. Approval of January 2019 Meeting Minutes - Meg 1st, Roy 2nd, 2 abstain, none against
4. Board Calendar – Review, February, March, April 5 min
5. Financial Report- *Tracy Hemmeter*, Treasurer 10 min
  1. Budget summary report - income exceeded expenditures by 11k so far.
  2. Fixed payments - top line out of Charms, had to make special contributions in order to make it work.
    1. Pile of color guard/winter guard payments not entered yet.
    2. Has not set up payments for Jazz 2
  3. Bank Balance (page 3) - not all expenses have sufficient documentation, so has not been completely reconciled yet. Balance at about \$52k.

4. Questions:

1. Bevlee - just paid 2nd part of lease payment (\$5k). Lease payment of \$22k in September, 2nd payment due Feb 15th.
2. Roy - Music in the Parks balance is from last year.
  - i. Only having 2 Music in the Parks events. Will be receiving less on concessions this year.
3. Meg - Jazz Café not noted. Tracy does not have this number, it is not bad, all went in STMAA.
  - i. Tracy to get Katie net receipts to determine how much gets split with guitar.
4. Angelika - Does Tracy have hopes of more parents paying contributions. We have not made the big push for contributions for concert bands.
  - i. Bevlee to send out an email to the parents for contributions.

6. Board Reports: 45 min

1. Music Director: *Ms. Starnes*

1. *Updates on band calendar*

- i. *Two events no longer going to - James Logan Band Festival*
  - ii. *Going to CMEA - not sure where the budget is on this. - April 12th*
  - iii. *District Festival - busses paid by district*
2. *Looking at pricing for busses - West Valley is increasing.*
3. *Need instruments - (2) Euphonium and Bassoon. (\$2k and \$7k) - April or May look at budget.*
4. *Orchestra Class - will keep Marching Band as a class.*
5. *Locker fix for locks - talk to Jose.*
6. *Questions*
- i. *Karlie - instruments, shortage on district side providing, where does the instruments come from.*
    - 1) *Getting Chellos from districts, have enough string bass, if student can't afford to rent, Katie will need to call district. What is bought by STMAA stays with ST, anything from district could go back to district*

2. President- *Bevlee Doran*

1. *Anybody have people for the open positions on the board?*
2. *Pledge parties down - weather, Trudi has an idea*

3. Secretary- *Wendy Valdez*

4. Financial Secretary- *Fahmida Rahman - absent*

5. Director of Fundraising - *Renetta Hennault*

1. *If we sell all apples \$1125.00 profit - have 12 left.*
2. *Proposals*
  - i. *Gift card drawing - no student drawings - can occur as early as Friday up to Music Marathon.*
    - 1) *We have tickets to sell, no cost to us. Cost of Visa Check card (\$250 plus processing fee).*
      - a) *Motion to approve - Meg 1st, Karlie 2nd*
        - i) *Question - how many do we need to sell to make \$1k profit - 362 tickets*
        - ii) *How to promote? Kids need to check out tickets and they sell.*
        - iii) *How many did we sell for the Jazz café? \$500 worth*
        - iv) *For every 250 tickets sold at \$5 we buy \$250 gift card. - to break even we would need to sell 50 tickets.*
        - v) *Would need to get tickets in the kids hands this week.*

- vi) *Angelika - worried about how many things are being pushed for the Music Marathon already?*
  - vii) *Meg - can sell to neighbors, friends, etc.*
  - viii) *Fahmida - if sold out of the committee believes this would be a raffle which would require additional approvals.*
  - ix) *Make sure to have all approvals ahead of time.*
  - x) *Calling it a Drawing, not a Raffle. For a raffle we would need to*
- b) *Two opposed (Angelika, Fahmida) 2 abstentions (Victoria and Roy) - 8 yes*
- 2) *Panda - Tracy 1st, 2nd Roy - 20% profit, March 8th*
- a) *All in favor, not abstain, not opposed*
  - b) *Katie to copy in color*
- 3) *Easter Sees? - Motion to approve a Sees Fundraiser - 1st, Tracy - 2nd Fahmida*
- a) *Questions - what is the risk? Minimum \$7k*
    - i) *Any candy not related to Easter? - Renetta will send out the flyer.*
    - ii) *Can we participate and not have to meet a minimum?*
    - iii) *Vote - 4 opposed, 3 abstain, not passed.*
6. *Director of Communications - Angelika Pietrczak*
1. *Vertical Raise - Any ideas of what can be done? Only 10 percent have been participating, of this 43% have donations.*
    - i. *Can't force kids to do fundraising. - State rule*
    - ii. *Can strongly encourage*
    - iii. *Need to figure out how to encourage students without having the teacher having to spend a significant amount of time of teaching day.*
    - iv. *Trying to push ownership.*
    - v. *Katie pushes it and sends out remind texts. She also sent out an email to the parents.*
    - vi. *Victoria - may have had more than 10% because they did not send through the website maybe sent out link via separate email and texts.*
    - vii. *Trudy - can we try rewards - pizza party for class that gets the most contributions? Already offered.*
7. *Historian- Victoria Blackmon*
1. *Annette going to do Ms. Bounds Book. Wants to know how much budget for this? Have everything for it, need to know how many pages? - we will donate for the book.*
8. *Director of Food Service- Roy Murphy*
1. *Set for MM menu, published, Ria put up volunteer requirement*
9. *Director of Volunteers-Ria Bradbury*
1. *MM volunteers is up and live. Anyone can start signing up.*
  2. 

<i>Tracy has the keychains for everyone of volunteers for MB'</i>	
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10. *Director of Equipment- Jose Valdez*
1. *Helping with live streaming for MM*
    - i. *Katie has key to box now?*
    - ii. *Can we connect computers to school network?*

- 1) *Katie will log into the WIFI for Jose*
- iii. *Has access to STMAA FB book as Administrator and YouTube Channel. He would like to do a test. Can we try to stream live a practice, and do we need more permission?*
  - 1) *Already uploading performances to YouTube.*
  - 2) *If anyone objects we can remove the performance from YouTube and FB*
  - 3) *Promotion - Jose will talk to Angelika*

11. Travel Coordinator - *vacant*

12. Members at Large

1. *Nadine Bird* – Uniforms and Website - Absent

2. *Meg Davies* – Special Assignments

- i. Asked about Holiday café
- ii. Has been asking for people for Holiday Café and Jr. Saints

3. *Karli Blaydes*- Music Marathon Chair

i. Doing really well on timeline.

ii. Money is not doing great.

- 1) Pledge parties are down
- 2) Vertical Raise not down, but worried.
- 3) Day of - Food, silent auction and additional donations. Can add donation on the live feed.
  - a) If Jose can get the day off, he can stream earlier, otherwise it will be in the evening.
    - i) Since all the concert bands are playing twice, probably best to only stream in the evening
    - b) Could use more gift cards for silent auctions.
    - c) Working party on 2/18 to put together all the baskets.
- 4) Did invest in some games, will be lower on expenses. (Giant Jenga, Giant Connect 4, Giant Uno Cards)
- 5) Can we put Vertical Raise on Next Door? Yes - Trudi will do that.
- 6) Flyers have gone up around campus.
- 7) On the electronic sign.
- 8) Would like to have more banners for next year
- 9) Could make new logos.

13. Student Representative - Jessica Valdez - Absent

14. Committee Chairs

1. *Trudi Konzem* - Pledge Parties

i. Pledge parties are low - \$2149 for 9 pledge parties.

- 1) Two park parties - only 6 students so far. Unsure if rain and weather will challenge the remaining parties.
- 2) Can we do them after the Music Marathon?
- 3) Can we walk the neighborhoods then invite everyone to the park afterward.
- 4) Can do it to prepare for Spring Concerts (promotion).
- 5) April would be a good time to have pledge parties
- 6) Class pledge parties - monies go towards their own class for items needed for their class.
- 7) \$5 option - ask all participants to donate towards the food, remove this

requirement.

2. *Patti Henkhaus* - Guard Representative

- i.* Have not done spin clinics, hopefully to happen in March.
- ii.* March 2nd - winterguard performance at OG, do not know the time until the week before.
- iii.* 2 competitions - 1st time last place, 2nd 8th out of 11. Not getting donations, concerned on money. Tracy working on this. Staff has not been paid yet.
- iv.* Need new saber. Have not bought costumes.
- v.* Working with Katie and Angelika going through Guard equipment. Need bigger bins for guard items.
- vi.* Can sell the Always with Grace and Raven uniforms.
- vii.* Can the costumes be separate cost? No, this could be illegal.
- viii.* Bins- taken off line

7. New Business 20 min

1. Continuing Pledge parties

Future Collaboration Dates:

Date and Location to be determined and confirmed

Future Board Meeting Dates: Board Meetings: 2<sup>nd</sup> Tuesday of Every Month

March 12, April 9, May 7

Meeting called 8:40pm