

## Branham Band Boosters Regular Meeting

April 28, 2011

Held at: Branham Music Room 64

Attendees: Linda Ho, Karen Flens, Joni Kiefer, Evelyn Thompson, Melissa Nemeth, Jacob Just, Marcie Nguyen, Bill Alston, James Petzinger, Marry Meyers, Jeff Franckx, Michiyo LeSuer, Melanie O'Brien, Kim and Rich Burguillos, Joe Morales, Diane Wyant, John Brawn, Bob Aron, Paul Lee, Stephen Thomas, Linda Brogden, Cindy Foo, Janet Yi, Jim Collar, Maria and Brian Ward, Cathy Nyren, Brian Motooka, Tom Utic.

Meeting was called to order at 7:00pm and began with a presentation from Charlie Iwanaga, a colleague of Diane's who will coordinate the band's 2012 Victoria trip. He presented a slide show, preliminary paperwork and answered questions about the trip. Summary points include:

- ☞ Trip is to be held May 18-22, 2012
- ☞ Trip open to Marching Band, Jazz Band and Color Guard students
- ☞ Parents can come as either chaperones or guests (pricing varies)
- ☞ Price of trip will be determined after numbers are determined; numbers determined by deposits and intent documents, to be submitted by June 15<sup>th</sup>
- ☞ Trip price announced on June 30<sup>th</sup>; families have until July 15<sup>th</sup> to get deposit back if decide not to participate
- ☞ Additional details and contracts to be available by next Booster meeting on June 2<sup>nd</sup>, 2011

Regular meeting began around 8pm with Linda handing out abbreviated version of the budget highlighting activity since the last meeting on March 3, 2011. There was a motion by Karen Chung to approve the budget as presented, seconded by Ed Radzikowski. Unanimous vote to pass budget.

**BUDGET:** New budget items discussed:

### 1. Scholarship

- ☞ Linda proposed moving \$1,000 of scholarships for seniors from wish list to a separate budget item. One or two scholarships to be awarded to graduating seniors at the senior awards held later this month.
- ☞ Lengthy discussion ensued. Bruce brought up the point that we should first put salary for staff who previously gave up their salary back on the wish list as one of the items to consider for wish list funds. Karen C addresses pro-bono contributions and asks why there is a need to this to be a wish list item as opposed to just a part of this year's budget
- ☞ Discussion then centers on whether there is/will be sufficient funds being carried over to next year to allow for wish list purchases at this time. Linda reports that we had about \$15,000 at the beginning of the year and expect to end the year with about \$20,000, thus meeting/exceeding our budget goals for the year. Diane says she feels that most if not all of those who passed on their salary for this marching season are truly ok with it and will not be unhappy if we decide to pay out funds as scholarships.

She further recommended giving only one \$500 scholarship this year, since there are only ten graduating seniors in band.

- Linda reported on comparable scholarships. She reports that BHS Sports Boosters give two top athlete scholarships, one each for boy and girl. Home and School Club gives out six \$500 scholarships; Leigh performing arts gives out three scholarships at \$1,000 each.—one each for vocal music, band and performing arts.
- Bob Aron made a motion that we give out one \$500 scholarship to a graduating senior. Seconded by Jim VonDeBur. Approved by unanimous vote.
- Further discussion that we will use Leigh's application process as a model. It consists of an essay, evaluated by a panel of three to choose the winner. Panel this year to consist of Diane Wyant to represent the Music Department, Tom Utic to represent the Branham administration, and Paul Lee to represent the music boosters. Karen Flens will coordinate the application process. Diane to hand out applications on May 2, 2011 with applications due on Friday, May 6, 2011.

#### Open Action Items:

- ✧ Fundraising committee to look into which companies provide matching donations
- ✧ Joni to prepare donation letters for Rod and Frank. Joni will continue action item of sending donation acknowledgment letters.
- ✧ Karen C to pursue Target Arts Grants

#### 2. Uniforms:

- ✧ Maryanne Myers and Cindy Foo to be the new uniform coordinators for 2011-2012 school year.
- ✧ Karen C. reports that she would like to shift \$300 to this year's budget to cover uniform cleanings to be completed prior to marching season starting. Ed motioned allocating \$300, seconded by John B; vote passed unanimously.

#### 3. By-laws update/amendment

- ✧ Linda discussed her review of the by-laws and reported that the executive board can approve unbudgeted items with certain amounts between board meetings, spend the money and then have it ratified by the membership at the following meeting.
- ✧ Issue is that the "certain amount" in the by-laws is not specified. She noted that Sports Boosters has their amount set at \$500. If expense is to exceed \$500 a meeting must be held. It is acceptable for this to be a "virtual meeting". We have held such "meetings" in the past when Linda e-mails the members asking permission for a particular expenditure (i.e.: T-shirts), and if a majority of those responding to the e-mail are in favor of the expenditure, it can be made. There must be at least a 24-hour period in which to respond.
- ✧ It was noted that the budget item of "contingency can also be used to cover unexpected expenditures.
- ✧ Paul Lee proposed inserting \$500 in the by-laws on page 4 so that it reads that the executive board can spend up to \$500 for unbudgeted items between meetings

without asking for concurrent approval. Karen F seconded, unanimous voted followed.

### **UPCOMING EVENTS:**

1. Band Camp—sign ups and details, also Jazz Café fliers to go to the office tomorrow, 4/29 for copying and office will mail out to all enrolled in Symphonic Band. Karen C asked if these will be sent to all current 8<sup>th</sup> grade music students. Discuss tends towards only sending out to those who have enrolled in Symphonic Band.
2. Jazz Band will play at the opening of the new Lunardi's Market on Bascom Avenue on Saturday, May 14<sup>th</sup> at 4pm. Diane to scout out a spot on location for band to set up. Event is weather-dependent—rain cancels.
3. Jazz café is set for May 20<sup>th</sup>
4. John Brawn to staff a booth at the Branham flea market on May 21<sup>st</sup>.
5. End of year picnic/awards to be held on June 4<sup>th</sup> at Doerr Park. Time TBD.

**Action item: Karen C and Joni (with input from Rachel and Chris) to work on awards.**

6. Nominations for all interested in a position on next year's Music Booster Board are due May 3<sup>rd</sup>.

### **Director's Report:**

- Diane compliments the kids and families for their patience with extra practices and notes that concert prep is going better than expected. There was a brief discussion of pricing for tickets for the spring concert. It was decided to go with \$3 with ASB and \$5 without.
- Jazz Café to be held on May 20<sup>th</sup>. Catering by Adelita's Taqueria, who also made a donation. Need to get tickets approved to go to printing. Would like to have Jazz Café tickets available to sell at May 5<sup>th</sup> concert.
- Diane is pleased that scrip is up and running and would like to have fliers and information available for parents at the May 5<sup>th</sup> spring concert. She would like to have gifts available for those families that sign up for scrip, possibly a mug with the Royal Alliance logo on it.

- Diane reports that there will be activities for students during most weeks of the summer for those who are in town. There will be staggered events for drums, color guard, woodwinds, etc., as well as the “get-in-step” events where everyone comes together.

Meeting adjourned at 10:15pm.