

Saratoga Music Boosters (SMB)

A 501(c)(3) organization supporting music programs in the Saratoga Union School District and Saratoga High School

Regular Meeting in-person, March 8th, 2022: **Minutes**

Attendance: total number of attendees = 14

Executive Board

Dave Holt - President

Alicia de Fuentes - Recording Secretary

Isabelle Gecils - Parliamentarian

Vidya Vineet - VP Donations

Tim Tang - Accounts Receivable/Treasurer

Music Directors

Isabel McPherson

Jon Jow

Jason Shiuan

Beth Nitzan

Booster Members

Ramya Vasu

Rashi Sanghi

Mrudula Prashant

Dongni Chen

Senthil Krishnamurthy

Dave Holt calls the meeting to order at 7:30 pm.

Dave Holt Thanks SMB Community

Dave Holt welcomes everyone to our first SMB meeting in person.

Approval of February Minutes presented by Alicia de Fuentes

Dave Holt asks if the minutes need to be modified. No comments made. Request for motion was made.

Rashi Sanghi motions to approve.

Dongni Chen seconds.

Motion approved unanimously.

March Finance Update presented by Tim Tang

International Trip

Actual Income for International Trip is at \$910,464 from that amount a percentage is used to calculate the expense for the trip. Currently the calculated Actual Expense is \$896,050. So, observing the difference between these two amounts plus the Actual Carryover of \$45,288, we have a current 20-21 Actual for the trip of \$59,702.

Winter Percussion (WP)

If we take a look at the Budgeted Income for WP 21-22 \$80,370 and compare it to our Actual Income \$40,030, we are able to observe that we are very behind.

Isabelle Gecils: Asks why are the numbers of winter percussion so behind if the numbers looked good the month before?

Dave Holt: The financials presented last month indicated 33% received of expected income. Dave proceeds to pull up February financials and is able to affirm his recollection of WP's financial standing for that month.

Isabelle: States she had misremembered and stands corrected and accepts the numbers presented for March.

Overall Redwood Middle School (RMS) Income Received

Tim states that there is very little change of income received in RMS.

January numbers reflected an income received of \$37,228 and February numbers show an increase of \$760 closing the income received for February at \$37,988.

Dave Holt: I attended the superintendent advisory meeting last week, where they said it would be ok to send a reminder to parents that they are in debt with their child's program.

Jon Jow: Hopefully they will talk to the people on the top.

Vidya Vineet: I think people pay attention if the message is personalized and Mr. Jow does a wonderful job at writing emails.

Jon Jow: Our previous Superintendent did a wonderful job crafting personalized emails, saying basically, if you support the program then pay for it.

Vidya Vineet: It helps to call out RMS totals, that way people can see where we are with the totals and what we need.

Jon Jow: I will email Sandy Miller for a record of the past personalized email request.

Overall Primary (5th Grade) Strings Income Received

Primary strings did not reflect any income received so please look to using the same strategy of personalized email donation request planned for RMS.

Approval of Checks

Tim Tang seeks the approval of Comerica checks #15040 - #15058.

Alicia de Fuentes motions to approve the presented financials for the month of March along with the presented Comerica check numbers.

Second by Isabelle Gecils.

Motion carried unanimously.

Updating Owners of the Charles Schwab Account

Tim Tang: As I take over as treasurer I see Revathi Koteeswaran is in charge of the account. I wonder if for Charles Schwab we need to include Dave Holt and Vidya Vineet too? If I die in an accident the board can decide who takes over. However, it is a good idea to add both Dave Holt and Vidya Vineet.

Isabelle Gecils: Two things - One, I don't think one person should be the sole owner of the account and two, I didn't know we had a Schwab account?

Tim Tang: We use it to sell stocks to a numbers account.

Isabelle Gecils: Why do we have two accounts: Comerica and Citi?

Dave: I don't know and I'll ask Sandy Miller.

Isabelle Gecils: I motion to include Dave Holt and Vidya Vineet in the Schwab account.

Ramya Vasu: Seconds

Alicia de Fuentes: I want to highlight the fact that the recording secretary does not need to attend.

Motion approved unanimously.

Dave Holt: How was your first week of treasurer?

Tim Tang: Do you notice my grey hair?

Year-on-year & YTD Comparison presented by Dave Holt

Below is just a portion of Dave Holt's presentation as it was focused on Program Funds.

YTY View	Prior Year	End Jan 2022	End Feb 2022	
	2020-2021 YE	2021-2022	2021-2022	Mtm Delta
SHS Band	\$94,535	\$181,395	\$181,395	\$ 0
SHS Orchestra	\$45,101	\$ 67,495	\$ 67,495	\$ 0
SHS Choir	\$13,396	\$ 17,740	\$ 17,740	\$ 0
SHS Winter Perc	\$15,971	\$ 26,910	\$ 40,030	\$13,116
SHS Winter Guard	\$ 3,264	\$ 14,280	\$ 16,380	\$ 2,100
RMS Ensemble	\$17,943	\$ 30,028	\$ 30,238	\$ 210
RMS Strings	\$ 4,030	\$ 5,100	\$ 5,100	\$ 0
RMS Color Guard	\$ 600	\$ 600	\$ 900	\$ 300
RMS Choir	\$ 250	\$ 1,500	\$ 1,750	\$ 250
5th Grade Music	\$ 5,950	\$ 6,000	\$ 6,050	\$ 50

Program funds have not moved much except for Winter Percussion.

Vidya Vineet: There is at least 20K to cash from a check coming in. The checks hit the bank March 2nd. PayPal hit the last day of February.

Nominating Committee Report presented by Isabelle Gecils

I don't know how it was done in the past: we need 3 members of the board, they don't need to be executive board members, then we find the positions that need to be filled. I, along with Dave Holt, will be part of the committee.

Dave Holt: The pancake breakfast is the opportunity to fill positions, everyone is super jazzed, full of pancake and that's where I got recruited.

Vidya Vineet: I know PTA and SEF bylaws do not allow the president to be part of the nominating committee.

Isabelle Gecils: No word of that in our SMB by-laws.

Dave Holt: Seems we are meeting our by-law requirements.

Isabelle Gecils: We'll send an email to all members to see if they will continue with their position or if another position interests them.

The election will be held either in May or June and the slate will be presented 2 weeks before the election.

Dave Holt: We can comply with the publishing of the slate and show what positions are open. One thing I have noticed is when there is a nominating committee you should schedule a meeting prior to the general SMB meeting to ensure you are ready to present to the board.

Pancake Breakfast (PB) presented by Mrudula Prashant and Alicia de Fuentes

1. **Form the committee:** Mrudula Prashant offered updates of where we are today, reminding the board it has just been a month that we have formed an almost complete committee. Inform we have filed the Raffle document with IRS.
 - a. Set Up/ Break Down has no lead
 - b. Is it possible to have a Student Photographer from journalism, for example? We welcome Isabelle Gecils (board member) and let her know that we may have one more parent...confirming soon.

Jason Shiuan: I don't think we can have a journalist student stay 4 hrs.

Dave Holt: I want to use the PTSO to publish our request to form the nominating committee, request raffle items, and recruit Set up/break down volunteers.

- c. Raffle - Seeking recommendation for eye-catching items to raffle?

Dongni Chen: States that in the past the providers for sausages and strawberries have offered gift cards that may be a good raffle item.

Dave Holt: Recommends not to use just one line of product for raffles, make sure there is a mix, not all apples, googles etc.

Mrudula Prashant: I was thinking of a universal remote.

2. Drama Boosters

- i. Fundraising opportunity for Drama Boosters at Pancake Breakfast

At the STA meeting today the question was raised around Drama kids participation at the PB and if there will be any funds shared with STA as a result?

As you know STA (Saratoga Theater Arts) is behind target on fundraising for the year and looking for all avenues.

Dave Holt: They are behind in drama boosters revenue, can they use this venue to meet their goals? I think it opens a Pandora's box: what about MAP, Sports Boosters, SEF etc.?

Jason Shiuan: Some of our administrators want to buy in and we do all the work and then the question is how do we divi up the money? I tell them no.

Vidya Vineet: Other than PTAs no body has this type of community event, and we are doing something incredible. I am not surprised people want to tag on, but this will dilute the message, pulling off the community event is really hard. Starting from directors, students, board and volunteers. No other organization has it, I understand where they are coming from, as much as I feel for the other organizations.

Dave Holt: Nothing impedes other organizations to do their own show.

Dave Holt: I will get back to Revathi Koteeswaran on that and share the information with her.

Jason Shiuan: Because this year the musical does not end before Pancake Breakfast we offered Brotzman's group the opportunity to present the musical.

Vidya Vineet: I don't have an issue with that. So long it's not a combined message.

Dave Holt: The orchestra is part of the musical.

3. Facilities

- i. We have locked in the facilities we believe are required starting from Friday April 29 til Sunday May 1st.

1. Kitchen
2. Community Lounge
3. Cafeteria
4. Roll up Garage
5. Gym/Dance Rooms
6. Quad
7. Music Room 101
8. Kitchen supervisor - who and when do we ask. We need one person from 6am-2pm the day of.
9. Two Custodians : how do we go about locking in all SHS staff to work/help on that day.

Jason Shiuan: Send email to Brian Thompson for Saratoga High School (SHS) personnel.

Alicia de Fuentes: Can we add you in our email?

Jason Shiuan: For sure.

Tim Tang: I have set up a PayPal reader for credit card reading.

Alicia de Fuentes: Not a fan of readers as connectivity issues hinder a nice processing flow.

Vidya Vineet: I have had a similar connectivity experience in the past with the readers.

Tim Tang: I have an extra SIM card, I just need to activate it.

Vidya Vineet: We advertise bring cash or check.

Dave Holt: We need to keep sales going.

Vidya Vineet: We can try keeping the webstore open, send emails to the group to ensure the payment went through.

Jason Shiuan: We put up a QR code and let people show us they purchased the ticket from our webstore.

Tim Tang: We have a square reader. It works better, I can set it up.

Dongni Chen: My question is why not use the QR code? It is just so much easier.

Dave Holt: So long as we have people who are able to use their credit card.....

Ramya Vasu: The suggestion presented by Dongni Chen is much easier, people can purchase what they need on their own.

Senthil Krishnamurthy: Do we need to generate receipts for these transactions?

Dave Holt: No, never for tickets and raffles.

4. Silent Auction

Dongni Chen: We have the option for local businesses to advertise their business in our program handbook instead of offering a donation, we've designed a letter template for donation requests, we have designed the donation flyer that is enclosed with the letter, I have sent requests out for teachers to offer items in our silent auction. We have a live spreadsheet listing sponsor opportunities.

Dave Holt: I'll reach out to Patrick from Saratoga Court Downtown.

Dongni Chen: If you know anyone who may be a sponsor, do reach out and then let me know. We started to work on the leads based of 2020 because we couldn't use them because of COVID. We set a deadline for April 8th because Beth Kingsley says we need to make descriptions and work on the preparation of the Silent Auction booth over spring break. Ramya has done such a great job. The search for silent auction items need not be limited to Saratoga, it can be Cupertino too, for example. We have a list of traditional people who donate every year and we will send emails out to them. I sent an email to Mr. Shiuan and Mr. Boitz because our past records show you have offered items for students. All the music teachers offer all you can.

Dave Holt: We were advised not to have students offer lessons.

Mr. Shiuan: Kids can bake. What about Alumni?

Dave Holt: That should not be a problem.

Ramya Vasu: If there are small business owners they can donate for example \$25, it all adds up.

Mr. Shiuan: Type up a request for 'Donation Asks' and we can send it out.

5. Ticketing

1. Ticket price starts at \$20 for advance purchase (early bird offer is up to and including 14th of April) and \$25 thereafter and at the door.
2. POS ticket sales - weekend of March 17 at SES during Aladdin Jr.
3. Forms of Payment
 - a. Online where credit cards are accepted
 - b. Cash or Check made out to Saratoga Music Boosters

How do we process a donation that is being offered at the time of purchasing tickets on the day of?

Vidya Vineet: We are keeping with the same raffle ticket prices and thinking of starting internal ticket sales as a run through.

Rashi Sanghi: Would you like us to offer 'sponsor a teacher' at your schools?

Jon Jow: That would be nice.

Jason Shiuan: Yes!

Vidya Vineet: This is just to invite teachers to our community events.

Jason Shiuan: Performance schedule will be ready hopefully by the end of this week. This Friday 11th we have our Spring Concert where you can present the Pancake Breakfast event there. Mrudula Prashant will present the event 'for save the date' at that concert.

Rashi Sanghi: Can we bring candy to promote the initiative for the kids?

Board: Yes!

Rashi Sanghi: Can leaderships and journalism push?

Jason Shiuan: Yes!

6. **Publicity** - Spotlight magazine will have an upcoming article on Pancake breakfast in its next print. Flyers, medians, and school enews are printed and ready.

7. **Program** - waiting for updates from Mr. Shiuan
a. Do we print program handbooks in house?

Jason Shiuan: We can print that at the school

Mrudula Prashant: We don't want to print too many out.

Vidya Vineet: Do you have color?

Jason Shiuan: Print the covers somewhere else and use that as the front page cover.

Vidya Vineet: You will need someone to design it.

Mrudula Prashant: We are looking for a template used in the past and we will use that.

8. **Grills** - Jim requests 6 students at noon on 4/29 to move the grills - to meet at SHS cafeteria.

Jason Shiuan: Send email 2 weeks prior for this request.

9. **Pancake Flippers**

Ramya Vasu: We have confirmed 17 flippers, I have not heard from student flippers.

Dave: Do we have city council people?

Ramya Vasu: I have 2 confirmed and others are yet to be confirmed. I will see them in person during downtown St. Pats day festivity. The Mayor cannot flip pancakes because she is gluten intolerant.

Dave Holt: I'm pretty well connected to those people if you are unsuccessful with members.

Dongni Chen: Alumni can flip?

Dave Holt: It depends on the slot needs.

Ramya Vasu: I will work with you.

Vote Arts & Minds presented by Jason Shiuan

Spearheaded by CMEA and have been coordinating with the LA unified school district looking at the surplus in the general fund, their push is to refocus the funding to the Arts in California. If it reaches the ballot and if it were to pass it will bring us back to prior Prop 13 when CA was thriving in the Arts. To reach the ballot a petition has been drawn up and they need to collect 623,212 valid signatures from registered voters before June 30th to qualify the initiative for the November 2022 ballot.

The idea is to have a fully funded Arts teacher in every school in CA. It is not achieved through raising taxes, it is not a one time thing, it is a long term vision all coming from the general fund.

By law teachers can solicit signatures.

Dave Holt: Can people sign it online?

Jason Shiuan: Yes, you can, and anyone who is a registered voter can sign it. School districts and administrators must indicate how that money is being spent but it cannot be spent on administration.

Dave Holt: What do people think?

All: Agree it is a good bill to support.

Vidya Vineet: What do the 'naysayers' say?

Dave Holt: People want to know the alternative.

Jason Shiuan: I'm sure people think taxes will go up but I really don't know what the naysayers say.

Dave Holt: I would entertain a motion to support this initiative.

Vidya Vineet: I motion.

Ramya Vasu: Seconds

Passed unanimously.

Directors' Report

Jason Shiuan

February 11th All Orchestras participated in the Homestead Orchestra Festival.

February 12th was our first Winter Percussion show - NCPA at Cupertino High School. Winter Percussion A came first (sole competitor in their category) and Open Percussion came second.

February 17th thru February 20th was the CASMEC - All State in Fresno, CA and everyone who participated had a great performance.

February 26th our Color Guard participated in the CCGC Competition at Logan HS.

February 26th was Winter Percussion's Informance.

March 4th thru March 6th our Winter Guard just finished their tour to compete in the WGI Competition at San Diego, sadly they did not win but they had a great learning opportunity.

March 11th we will host our Band and Orchestra Spring Concert where we will showcase our trumpet and cello players who were recognized by their All-State performance, and they will perform solo pieces in our concert.

This Saturday, March 12th will be our second Winter Percussion Show at Save Mart Center in Fresno, CA.

Then the following week our Winter Percussion departs March 16th for their Pacific Northwest Tour and they return March 20th.

Saratoga High School will be hosting CMEA Band and Orchestra Festival March 25th thru March 26th and Mrs Hasegawa may send a request for parent volunteer support but usually these positions are covered by students.

Jon Jow

We are currently looking for another color guard teacher to work with our students as Mr. Legaspi has returned to school and is unable to continue with his regular teaching schedule with us. We are grateful that he was willing to lead us as the first extracurricular program back on campus last school year and thank him for his work with our students over the past couple of years.

MESH Benefit Concert has been changed to Sunday, April 3.

We're looking forward to more live performances back since 2019/2020! We will be bringing our 8th grade band students, Vivace and Chamber Strings to CMEA in a couple of weeks. We are also excited for our return to Pancake Breakfast.

SUSD will be transitioning to "masks optional" next week on Monday. Band students have elected 3-to-1 to remain outside for now, with indoor classes as our backup in the event of inclement weather. As we see how the next couple of weeks unfold, we will survey them again to gauge their comfort level and revisit our options in a couple of weeks. We understand that this is a big change for our students, and our transition back indoors will be guided primarily by them.

Beth Nitzan

Redwood Middle School Choir is excited to perform at the Pancake Breakfast.

Valentine grams were a success during Valentine's Day and there were 50 to 60 grams delivered.

There will be a collaboration with instrumental in the next concert coming up and the students very much enjoy that.

Masks are optional next week but I have asked my students to leave their masks on. Choir has the potential of being a super spreader activity. They are all conscious of everyone else's safety.

Isabel McPherson

Nice to see everyone in person and apologies for bringing the dog.

My students are preparing for CMEA and I am talking to them about that so they know what to expect.

Auditions to enter different orchestra classes were due last Friday and of course my students want immediate responses. This process takes a while and notifications will be sent out when ready.

5th grade strings almost have all their instruments. 20 violas were received, basses are delayed and the tracking says the last delivery attempt will come tomorrow.

Argonaut students actually plucked their strings for the first time.

Dave Holt: It would be nice to know the split when kids choose electives.

Isabel McPerson: $\frac{2}{3}$ of current 5th graders are doing instruments.

Vidya Vineet: They have an option now to do band and orchestra.

Isabel McPherson: Not finalized yet.

Vidya Vineet: But no A period?

Isabel McPherson: Hypothetically no.

Vidya Vineet: Do we have pictures of kids to showcase them with the instruments in their programs so we can jazz up the website? We have not updated our site in a while.

Jon Jow: To Ms McPherson's credit I know she camped out during February break to wait for the delivery of the instruments but nothing arrived while she was there, and of course, the one moment she stepped away the delivery attempt was missed.

Closing Comments

Dave Holt: We are over our time, does anyone have closing comments?

There was silence, so the meeting was adjourned at 9:11pm.

Summary of Motions

Approval of February Minutes

Rashi Sanghi moves, Dongni Chen seconds: motion carries.

Approval of March Financials and Checks as presented

Alicia de Fuentes moves, Isabelle Gecils seconds: motion carries.

Approval of Tim Tang, Dave Holt and Vidya Vineet to be added to the Charles Schwab Account removing Revathi Koteeswaran
Isabelle Gecils moves, Ramya Vasu seconds: motion carries.

Approval to have SMB support the initiative of Vote Arts & Minds
Vidya Vineet moves, Ramya Vasu seconds: motion carries.

Respectfully submitted,

Alicia de Fuentes
Recording Secretary