

## **Saratoga Music Boosters**

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

### **Annual General Meeting (via Zoom), June 8th, 2021: Minutes**

Attendance: total number of attendees = 12, including the following

#### Executive Board:

Yvonne Linney Y  
Dave Holt Y  
Andrew Dimock Y  
Vidya Vineet N  
Revathi Koteeswaran N  
Jane Graham N  
Michele Loconzolo N  
Amelia Shen N

#### Music Directors:

Michael Boitz Y  
Jon Jow Y  
Isabelle McPherson Y  
Jason Shiuan N  
Andrew Ford N

**Location:** Via Zoom

**Call to Order:** The meeting was called to order at 7:03 pm by President Yvonne Linney.

#### ***Election of the 2021-2022 Executive Board:***

- Presented by Yvonne Linney
- Ordinarily, the election of members to executive board positions for the upcoming year would be conducted at the May meeting, but pandemic-related scheduling changes have shifted the election to June.
- Yvonne presents the 21-22 executive slate: Dave Holt for Board President, Revathi Koteeswaran for Treasurer, Dhanashri Kulkarni for Treasurer Assistant, Vidya Vineet for Vice President of Donations, Isabelle Gecils for Parliamentarian, Andrew Dimock and Alicia De Fuentes as Co-Recording Secretaries, Pearl Thomas for Financial Secretary, Yanchen Xu and Parag Mehta as Co-Financial Secretaries.
- Yvonne moves that the proposed slate of candidates be adopted as the Saratoga Music Boosters Executive Board for 2021-2022, effective July 1st. Michael Boitz seconds the motion. The motion carries.

#### ***Financials:***

\*Yvonne notes that the May financials were presented by Revathi Koteeswaran and approved by the Board at the May 18th meeting. The June financials have not been completed yet, since this

June meeting is being held unusually early in the month.

### ***Update on Summer Working Groups***

\*Presented by Dave Holt

\*We have set the goal this summer of examining how each subdivision of SMB handles its workflow. Finance and Donations are areas of special interest. In recent years, the tasks in each of those areas have been primarily handled by two people. Those pairs have been responsible for a heavy load of routine work. We have brought on additional volunteers to an expanded finance team, and need to determine how they can best assist the Treasurer and VP of Donations.

\*We will conduct this assessment using the 'SMART Goals' model, a management tool for making goals that are realistic and measurable. The examination of our current practices will be a "functional workflow evaluation." The working groups will set their own flexible schedules this summer in order to be ready to report at the August SMB board meeting.

### ***Update on Budgeting Process***

\*Presented by Michael Boitz

\*The Directors are preparing their draft budgets. After a year of necessarily limited activity, the Music Program is planning on a full-throttle agenda of performances and activities in the coming year. For example, they are arranging for the return of a traditional event which had to be canceled last year, a trip by the freshman students to the San Francisco Symphony Orchestra to watch open rehearsal.

\*A much-sought-after candidate has agreed to take the position of Color Guard director. The name cannot be made public yet. In addition, the Directors have made progress on hiring another strong candidate to take a one-year position directing the choir, pending district approval.

### ***Directors' Reports***

Michael Boitz: the directors would like to express their gratitude to outgoing SMB board president Yvonne Linney, for taking on the leadership role and persevering through all the unseen difficulties that arose with the COVID pandemic, not least the cancellation of the European Tour, and the time-intensive work of untangling the financial complications that caused.

Isabel McPherson: excited to report that several high school orchestra members are interested in working with the middle school musicians at Redwood when in-person instruction returns fully in the coming school year.

Jon Jow: a group of parents has been conferring with the Redwood music directors and administrators about the possibility of instituting an 8-period block schedule in the coming year, subject to SUSD approval. The current schedule is a 7-period model. Conversion would provide students with a slot for an additional elective, providing more instructional time, promoting retention in the music program, and freeing interested students to pursue both band and orchestra if they choose. This group of parents will be raising the issue at the Thursday, 6/10 SUSD school board meeting. SMB members are encouraged to attend. On 6/9, Michael Boitz and Dave Holt will conduct a virtual information session for students and families who have registered for the new European tour, slated for the summer of 2022.

***Summary of Motions***

Motion by Yvonne Linney to approve the proposed 21-22 slate of Executive Board members.  
Seconded by Michael Boitz. The motion carries.

The meeting was adjourned at 7:40 by Yvonne Linney. Next meeting in August, date TBD, at 7 pm  
(via Zoom).

Respectfully submitted,  
Andrew Dimock  
Co-Recording Secretary