

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, April 18th, 2023: **Minutes**

Attendance: total number of attendees = 17

Executive Board

Cecile Cohen-Jonathan Parliamentarian	Alicia de Fuentes Recording Secretary	Tim Tang Treasurer
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Music Directors

Isabel McPherson RMS	Jon Jow RMS	Jason Shiuan SHS	Beth Nitzan RMS Choir/SHS	Michael Boitz SHS
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Booster Members

Isabel Oh	Josh Rupert	Arnita Proffitt	Dongni Chen	Paula Onn	Rashi Sanghi
Helen Tam	Ruchi Joshi	Ramya Vasu			

Cecile Cohen-Jonathan calls the meeting to order at 7:34 pm

Cecile Cohen-Jonathan observes there are a few new faces and suggests everyone briefly introduce themselves.

Mr Shiuan: I teach band and orchestra at Saratoga High School

Mr Jow: I teach music at RMS as well as beginning band in the elementary school.

Cecile: I am the Parliamentarian, and subbing for SMB President Dave Holt.

Arnita Proffitt: I'm the liaison for color guard.

Tim Tang: I'm the treasurer and band liaison.

Ruchi Joshi: I'm part of the publicity team.

Rashi Sanghi: I'm also publicity and a marching band liaison.

Isabel Oh: I have a 5th grader in SES and 2nd grader.

Ms. McPherson: I teach orchestra at redwood and listen to Mr. Jow.

Josh Rupert: I have a 6th grader in Choir and Orchestra, and I'm a Choir liaison at RMS.

Mr. Boitz: I'm part of the team teaching orchestra and band at Saratoga High

Ms. Nitzan: I teach Choir at RMS and SHS as well as help in Orchestra at the high school.

March Meeting Minutes presented by Cecile Cohen-Jonathan

Cecile Cohen-Jonathan asks all present if there are any comments regarding March minutes. No comments are made, then she asks for a motion to approve the March minutes as submitted.

Ruchi Joshi motioned for the approval of the minutes, Arnita Proffitt seconded.
Motion passed unanimously.

VP of Donations clarification made by Alicia de Fuentes
Ramya Vasu entered her resignation effective as of February, 2023.

April Financial and Disbursements (Review/Approval) and Bank Account Totals presented by on behalf of Tim Tang
Tim Tang: You will observe from our Cash Flow we have over \$900,000. Let's now move on to our budget vs actuals report.

Budget vs Actuals

Looking at this we have been receiving winter guard funds and we are at 68% of expected income.

Arnita Proffitt: Would matching funds show up on that?

Tim Tang: Probably, we need to hook up with people managing winter guard to confirm.

Mr. Shiuan: Does this account for the \$5000 that was fundraised?

Arnita: They ran two food fundraisers.

Tim Tang: I will verify that. I know about Spin a Thin.

Arnita: We have two restaurant ones too.

Tim Tang: We have the typical problems with RMS in terms of strings and band, as there are many yet to pay.

Arnita: There is no color guard at RMS!

Tim Tang: RMS trip donations are way above budget. Some thought I have is that there was a misallocation of funds. Unless we have some proof of this, it will be hard to find.

Arnita: There is a team who keeps RMS forms and Hasegawa has the high school forms.

Alicia de Fuentes: Corporate matching could also be inflating the amount received for the RMS trip entry.

Tim Tang: Let's look at Cash Flow. Here we expect the next big income to be pancake breakfast.

Josh Rupert: Wow is that just for one month?

Tim Tang: Yes absolutely yes. That is why donations are important.

Josh: Is it custom to have a rollover of \$132000 in your Cashflow?

Tim Tang: That is because we need a budget to start the year.

Transactions

Recorded disbursements for approval in our April meeting are Bank of America cheques numbered 1111 through to 1165.

We are seeking the approval of Bank of America cheques numbered 1111 through to 1165 as well as the presentation of our April financial report.

Alicia de Fuentes motioned to approve, Helen Tarn seconded
Motion passed unanimously.

Mr. Boitz: We base the budget on the total enrollment in a program. The reason why elementary schools are so careful about asking for fees is because they were hit with a lawsuit and that is why we cannot use the word fee. This is why we call it a contribution and not a fee. And now your contributions are tax deductible because the funds collected do not go to a particular student but rather the program.

Fundraising Update presented by Senthil Krishnamurthy
Senthil Krishnamurthy was absent so we did not discuss in this meeting.

Publicity presented by Ruchi Joshi and Rashi Sanghi
Rashi Sanghi and Ruchi Joshi have been working in publicity for almost 3 years.
Rashi: There are lots of things we have been working on as we tap into source material from for example:

- Mr Boitz' emails and the Spring Concert Program brochure.
- Very recently we have been working with elementary programs and we have great pictures from those classes thanks to Mr. Jow and Ms. McPherson for permitting this.
- Student music groups are also creating great things. The students have great stories and synergy, and tapping into that is so wonderful and exciting
- We have been creating insta polls for engagement
- We have a strong presence in WhatsApp groups such as
 - RMS - Disneyland
 - SHS - MBCG, Orchestra. WG & Choir

We know we have direct access to audiences in WhatsApp groups, for example, the Marching band WhatsApp group has 177 parents and Orchestra has 71 parents. Generally speaking WhatsApp groups are read and Insta is for liking.

It's lovely to have parents like Arnita who offer write ups that are just so beautiful.

Ruchi Joshi: We have identified under-utilized resources:

- SMB website, we need to have this updated. Someone needs to clean it up and give it a new look. The subscription of the pro webmasters is great, we need a special webmaster who can sit with the team and harness all the information to have it reflected on the site.

- Rashi: alumni is hard to reach after discontinuing with Charms. We don't know how to reach them. Is there a survey we can send out if they are interested to keep contact, and create a google group of students and parents. That way we can keep in touch, and those who want to leave can unsubscribe. We don't have the dollar amount of donations made from alumni.

Tim Tang: Unless it is a cheque and they special a program. It goes to benefactor if nothing is specified.

Rashi: Mr Louie presented at a site council that each group is creating their own alumni record

Ruchi: A lot of them go on to other schools and continue with their music.

Tim: We need a database to recognize alumni.

Ruchi: We have people come forward saying they love hearing about what's happening in the music programs when we hit social networks.

Tim: I strongly recommend an IT guy to transition us to Workspace, then we can keep all this information with free unlimited storage because we are a non-profit.

Ramya Vasu: We have a non-profit work space approved by Google. We can have those emails and databases left in there. That way we will have that information for generations.

Ruchi: The more you tell parents what is happening, the more they are happy to donate. Also, kids don't need any experience and can explore many instruments.

Tim: When you use their pictures you give them an ego boost.

Ruchi: Teachers keep sending information and we will include it in the story. It is fun to use social media that way. Nextdoor is a great outreach, within 3 or 4 days we get 800-900 views.

Rashi: The real push comes from the teachers.

Ruchi: When we started publicity we had nothing, we didn't know how to start. We are collating all the channels to reach all different communities so that the next person who takes over next can take it on from here.

We can do a lot more with the website.

Mr. Boitz: It really takes people who really care and before we had to send up a light flare and not many would notice, so this just brings us to a different level.

Isabel Oh: Have you guys considered sharing to other languages too? I started working with Amanda Wroblewski and she did Spanish translations to explain what SEF does etc.

Ruchi: One of the things that worked well was to have people of different nationalities spread between WhatsApp and WeChat and that works. It's good to have people on the team who cover different bases.

Ramya: Do we need a WeChat and WhatsApp person? But then do you need a specialized person to tap in each and every group.

Ruchi: We do that.

Pancake Breakfast (PB) Planning presented by Alicia de Fuentes on behalf of Mrudula Prashant

Thank you Music Directors for the program that allowed us to send the sign up links. We need the high school music directors to encourage volunteers to fill the many openings we still have, and we may need the RMS music directors to encourage another push sometime next week.

Mr Shiuan we also need you to enlist student volunteers as they were fundamental to our cause.

30 to setup and 30 to clean up and required to make 1hr of work during.

Mr Shiuan last year we did not manage the student volunteer hours efficiently. Is there a place where we can have the students sign up and sign out, do you want to manage that or should we? What we mean by manage is to instruct the kids of where they must sign-in and out if they want their volunteer hours recognized.

On the day of the event Jim Axline needs 4 volunteers helping him set up griddles at 6:30am till 8:00am as well 4 volunteers to help him clean-up at 12:30pmish. Usually these volunteers have been SHS students, do we open these tasks up to the parent community?

Banners are up in schools and medians. Posters and yard signs are up in the community.

We have a city council presentation promoting pancake breakfast. A special thank you to Ramya for organizing this and Mr Jow for being our spokesperson.

Please all music directors let the students know that they do not need to line up to get their pancakes if they are performing. These are both RMS and SHS students.

Ms. McPherson and any other music directors, we have an allotted person to ensure you are fed on the day of the event. Please send us the time you would like to have your breakfast sent to you.

We are excited to share with you this year's raffle prizes and we encourage our directors to extend the excitement. We have: Mini ipad, iPhone 14Pro, Beats Pros Headsets, Four 49ers tickets

Nomination Committee presented by Cecile Cohen-Jonathan

We need to fill 2 positions for the executive board.

Sameer Vaidya will be the Winter Percussion liaison and Dongni Chen can help.

Ms Nitzan do you know if we can have a Choir liaison?

Ms. Nitzan: I will try.

We need a donation chair for RMS at SUSU.

Ramya Vasu: I'll be Parliamentarian and RMS donation chair.

Tim: Pearl Thomas was financial secretary, she gathers cheques from Ms Hasegawa and allocates the funds according to rules and deposits them. Chris Schilling is co-financial secretary and does corporate matching and will remain.

Ramya: We need someone to manage Google workspace.

Tim: We have applications that treasury uses.

Rashi: We have SmugMug that will expire.

Vote to Renew SmugMug

Tim: Give us time to investigate, how much is it?

Rashi: I think it is about \$80

Ramya Vasu motioned for the renewal of the SmugMug account. Ruchi Joshi seconded

Passed unanimously.

Directors' Reports

Jon Jow: I'm meeting with Dave Holt to talk about MOU, talk about Color Guard and classes in the mornings. Redwood sent 4 groups to participate in the CMEA festival hosted by SHS. This was the first festival experience for the majority of our students. Thank you to SHS staff, parent volunteers, and students for hosting and being so welcoming.

Two weekends ago we had the MESH Benefit concerts. Dozens of SHS and RMS students performed in small chamber ensembles to benefit music education up the peninsula via Harmony Project SF. Congrats to all participants!

We're looking forward to our next performances at Pancake Breakfast in a couple of weeks. Thanks to all the team for Pancake Breakfast.

Isabel McPherson: For this CMEA it was the first time I was calm and didn't feel like throwing up. It is not a be all and end all of everything. Mr Boitz thought the advanced group was the chamber group. I chose a piece that no one picked. MESH was the next event to pass. Pancake Breakfast will have an orchestra finale. First time ever! So, looking forward to that.

Ramya Vasu: Mr Ramirez is teaching choir at RMS

Michael Boitz: Mr Shiuan alerted us that we have 599 music student enrollments. Anything that happens here does not happen without shaping up the kids in SUSD, thanks to Mr Jow and Ms McPherson. Isabel, Jon and Jason are former students. When the kids performed I was almost in tears, as I reflected that these former students are bringing up a new generation of kids. Jerome Levine is a retired director of San Francisco Symphony and is an

amazing person to speak to and he came to one of the mesh concerts, and he said to me 'I go to a lot of schools in my retirement and your school is the only school where a student greets me and offers me a chair or inquire how or when they can help'. We always hope that the enduring skills we hope to instill are the building of student confidence and the belief of self to be able to do these things.

Then, you want to talk about color guards parents? They are putting out fires all the time and what a great role model our parent volunteers are. The volunteerism is a something to be grateful.

One exciting thing to share is Mr Louie said our SO orchestra was invited to perform on December 22, 2023 at the Midwest Clinic in Chicago. Band auditioned too but it was super competitive as we are a smaller school and don't have numbers like 9 students just playing tubas etc.

Beth Nitzan: We have had a calm month for choir yet we are still having clinicians coming, like Professor Lou De La Rosa from West Valley College. We finished auditions for next year. Coming up next Saturday is our equivalent to CMEA in Mountain View.

Jason Shiuan: WP and WG have finished their season both had a wonderful end to their season. WG had their best performance, special shout-out to them because they don't practice on Saturday. WP A got last place and achieved their highest score. Then we had a Band March concert with Homestead and Lynbrook. It was a really fun evening with friends and where we listened to the great ensembles by our neighbours.

For CMEA, thanks to the parent volunteers for assisting over 2 days.

4 students ended up in Indianapolis to participate in the all national honor band. The guest conductor was Dr. Mallory Thompson who I happened to work with during my Undergrad. There were students applying from all over the country and I'm pretty sure our school had the most students representing us there.

Amo brass quintet did a week-long residency in the area and they were based in Saratoga. They had clinics and a master concert.

Jazz band had a performance in Foothill Club. Great to do the set up, sound check and get out the door, and they are excited to go again next year.

We have a bit of lull until Pancake Breakfast.

By-Laws presented by Cecile Cohen-Jonathan

Request to revamp the bylaws. We spoke about including stipends for the teachers. Include verbiage to present this in the June meeting.

Alicia de Fuentes and Cecile Cohen-Jonathan will overlook the bylaws and present in the June meeting.

Other Business:

Meeting adjourned at 9:17pm

Summary of Motions

Approval of March Minutes

Ruchi Joshi moves, Arnita Proffitt seconds: motion carries.

Approval of April Financials and Disbursements

Alicia de Fuentes moves, Helen Tarn seconds: motion carries.

Renewal of SmugMug

Ramya Vasu moves, Ruchi Joshi seconds: motion carries.

Alicia de Fuentes

Recording Secretary