

# Saratoga Music Boosters (SMB) Regular Meeting February 13, 2017 - Minutes

**Attendance: Total number of attendees present = 20 including the following:**

Executive Board:

Sandy Miller	Y	Corina Kuo	N	Shahana Shah	Y
Susan Nakahira	Y	Dipti Shrivastav	N	Jennie Lau	Y
Naomi Wong	Y	Seema Kumar	N	Sarah Ouyang	N
Sheeba Garg	Y	Jane Graham	Y		

Music Directors:

Michael Boitz	N *	Jason Shiuan	Y	Andrew Ford	Y
Doug Harris	Y				

\* Arrived at approximately 8pm

**Location:** SHS Staff Lounge

**Call to Order:** The meeting was called to order at 7:02 pm by Co-President Susan Nakahira.

### **Minutes**

- Presented by Shahana Shah
- Motion to approve Jan. 2017 minutes made by Jane Graham. Sheeba Garg seconded. All approved.

### **Finance**

- Presented by Naomi Wong
- Spreadsheets and reports for January 2017
- Income for SUSD programs beginning to come in. Expect to have better sense of contributions by end of February.
- \$12,000 scholarship gift remains in membership funds for now.
- Tax receipts for donations have been mailed.
- Motion to ratify checks from Comerica 13001 to 13023 motion made by Beth Kingsley and seconded by Sandy Miller. All approved

**Note:** Following the meeting, on February 24th, an email motion was made by Jane Graham to accept and approve the financial report as presented by Naomi at the February board meeting. Sheeba Garg seconded. All approved.

### **Revisit SUSD Program Contributions**

- Presented by Sandy Miller
- Sandy distributed updated numbers comparing RMS/SUSD participating students, registered students and paid program fees. Aim for budgeting is 80% of registered students have paid. Overall stat is now 64%. High enrolment programs like Ensembles (114 students; 41% paid) and Marching Band (140 students, 51% paid) remain particularly problematic.
- Dr. Harris provided an update regarding the steps taken to date to secure program fees: all students received a hard copy of a letter which was also emailed to all parents in January, under the signature of SUSD Superintendant Nancy Johnson. Second follow up letter sent with specific student names on the letters and list of programs in which that child registered. Names of students who have yet to hand in registration forms listed on blackboard. Dr. Harris cannot call parents directly. Parents can make phone calls (parent to parent ask is ok).
- Can we send info from Charms to parents? Or provide access to Charms for parents? Can we send an email providing a statement/history for the year to each family? Could parents

call other parents? This can become awkward if people are not comfortable with financial information being shared with other parents.

- Suggest putting article in next SMB newsletter. Also could place reminder in the Redwood email blast. Is there a sensitivity on the part of some parents to SMB asking too often for funds? Perhaps, but overall felt there was little downside to including it in the Redwood email blast.
- Beth Kingsley is willing to send letters to band parents if we think that would be helpful; Corina Kuo might cover orchestra
- Will send a final targeted letter to parents stating there will be a status report coming – look for your financial statement update under separate cover.

### ***Membership:***

- Presented by Sheeba Garg. Membership figures are \$104,909 (less the \$12,000 still sitting in the membership account from the scholarship gift). Membership has met its goal for the year.
- Membership forms for 2017/18 are being updated to ensure they are all uniform with respect to stated membership levels.

### ***Nominating Committee:***

- Presented by Jennie Lau
- Committee membership sits at five: Jennifer Wisdom, Sarah Hung, Kathy Tippetts, Annie Ying, Sheeba Garg
- Will first explore what positions are open, so please consider if you are willing to remain in your current board position for next year. Mass email will then be distributed to solicit ideas for new names for 2017/18.
- Motion to approve 2017 nominating committee made by Andrew Ford. Dr. Harris seconded. All approved.

### ***SUSD Music Program Update:***

- Presented by Aryn Krijenen
- School board approved adding orchestra to the regular school day as an elective, and making 7<sup>th</sup> grade core two periods rather than one to open up more elective opportunities
- Aryn thanked everyone who has put so much work into this process.
- Now beginning the process of hiring for the new school day teacher
- Aryn asked for clarification of the MOU between SUSD and SMB: confirmed the current MOU is still in place and SMB does not expect major changes to this. SUSD manages the hiring, and hiring for music positions goes through the normal hiring process. SMB is to have input on the hires. All hires have contracts with SUSD.
- Moving forward, Aryn will work with SUSD to determine salary and post position.

## **Directors' Reports**

### **Jason Shiuan**

- Electives night last week for incoming freshmen – many groups performed, great atmosphere and interest in our programs
- All state band, choir and orchestra students performing next week in San Jose. Mr. Boitz will be conducting one of the junior orchestras. Bands and orchestras will be at Center for the Performing Arts, choirs at St Joseph's cathedra. All welcome to come and support our students.
- Winter percussion had their first competition and they are working hard on their show, another competition in two weeks
- Jazz band preparing for jazz cab. Have two classes of jazz 1 this year due to high enrolment
- Band has exchange concert March 16 with Homestead and Lynnbrook, March 17 CMEA

- European tour practices have begun

### Andrew Ford

- Choir preparing to deliver Valentine grams Feb 14<sup>th</sup>.
- Chamber singers performing at SJSU March 3, CMEA festival in May
- Jazz Cab banners should go up this week around campus. Publicity ramping up
- Just finished Homestead invitational; SHS took three groups, all did very well. One of the adjudicators is part of Exchange concert later in year
- JV and Varsity Color Guard competed this weekend
- Mr Ford shared a video of a typical “red” day for SHS music, showcasing the variety and breadth of the music programs

### Doug Harris

- Student highlight week at Redwood. Music was the focus today – choir, drum line, orchestra, jazz and band all played. The performances were well received
- All four bands are making good progress. Griffin band making excellent strides

### Jazz Cabaret update

- Provided by Andrew Ford
- Two co-chairs in place
- Plans coming together well, jazz bands and choirs at both SHS and RMS are participating
- Need volunteers to sign up for food donations, assistance pre event and day of – sign up genius forms now open
- Making requests in the community for food and other donations
- Really need to push the PR and the fact it is a community event – it is not a concert but an event. Ticket sales key to the success of the event. Going paperless this year and can take credit cards at the door for first time
- SMB email blast will go out this week – Sheeba asked if it can be sent to alumni too
- Will be featured in SHS Principal’s blurb, on SHS marquee, went out on Redwood email blast today, trying to get kids to promote via Facebook, Helen will sell tickets at lunch at SHS
- Will have a photo booth – can use phones to take pictures and we will have a hashtag for that night
- Note that performers (choir, jazz students) pay, they need to buy a ticket
- Food, guest band and lighting are the majority of the budget

### Presidents' Report

- No additional business to report

### Other business

- Sheeba shared that she has heard the new music building remains on track to open in early fall. Timing of move TBD.

### Upcoming Events:

2/25	Sat	SHS Winter Guard @ Modesto
3/3	Fri	SHS Chamber Singers SJSU Choral invitational
3/4	Sat	Redwood Jazz Festival at Santa Teresa HS 1:30pm
3/4	Sat	SHS Winter Guard @ Oak Grove
3/4 to 3/5	Fri/Sat	SHS Winter Percussion @ Fresno
3/9	Thurs	SHS MESH Benefit Concert
3/11	Sat	Jazz Cab
3/13	Mon	No School for SHS
3/16	Thurs	SHS SWE Exchange Concert with Lynbrook, Homestead

3/17 & 3/18	Fri	SHS CMEA
3/20	Mon	SMB Meeting
3/23 - 3/77	Tues	WG Las Vegas
3/24	Fri	Orchestra exchange concert
3/31	Fri	WG/WP Senior Night
4/1	Sat	WG Championships, WP Competition

### Summary of Motions

<i>Item</i>	<i>Moved by:</i>	<i>Seconded by:</i>	<i>All ok?</i>
Approval of January 2017 Minutes	Jane Graham	Sheeba Garg	Y
Approval of January 2017 financial reports*	Jane Graham	Sheeba Garg	Y
Checks – January transactions, ratify Checks #13001-13023	Beth Kingsley	Sandy Miller	Y
Nominating Committee membership for 2017	Andrew Ford	Dr. Harris	Y

*\*This motion was made, seconded and approved via email to the board on February 24th*

Next meeting March 20th 7pm, SHS Staff Lounge

The meeting was adjourned at 8:17 pm by Co-President Susan Nakahira.

Respectfully submitted by,  
Jane Graham  
Co-Recording Secretary