

## **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, January 17th, 2023: **Minutes**

Attendance: total number of attendees = 15

### **Executive Board**

Dave Holt <b>President</b>	Alicia de Fuentes <b>Recording Secretary</b>	Tim Tang <b>Accounts Receivable/Treasurer</b>	Senthil Krishnamurthy <b>VP of Donations</b>	Cecile Cohen-Jonathan <b>Parliamentarian</b>
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### **Music Directors**

Isabel McPherson <b>RMS</b>	Jon Jow <b>RMS</b>	Jason Shiuan <b>SHS</b>	Beth Nitzan <b>RMS Choir/SHS</b>	Michael Boitz <b>SHS</b>
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### **Booster Members**

Olivia Zhou Ramya Vasu Rashi Sanghi Arnita Proffitt Sameer Vaidya

Dave Holt calls the meeting to order at 7:31 pm

### **November Meeting Minutes** presented by Dave Holt

Dave Holt asks all present if there are any comments regarding the minutes. No comments are made then he asks for a motion to approve the November minutes as submitted.

Armita Proffitt motions for the approval of the minutes, Cecile Cohen-Jonathan seconds.

Motion passes unanimously.

### **Discuss & Approve End of November & December Financials** presented by Dave Holt

From the July - December, 2022 Budget vs Actuals Report we can observe SHS Choir has received 98.12% of its budget through donations, SHS Band has received 90.98%, SHS Orchestra has received 76.67% etc.

The total Actual Income Revenue is at approximately \$597K and the Budget at this time is at approximately \$821K.

On the expense side we are way under meaning some things have not been submitted yet.

Redwood side: when we look at Band and Marching band we are low on revenues. Marching Band has received 0 donations and Band has received 42.86% of expected donations. In general all RMS donations are low, so there must be a discussion with parents where the importance of revenues for all programs is made clear since what is actually received is problematic.

We have set aside over \$67K for Disney as we estimate the budget to be at \$130K. For the moment we have received 51.86% in donations to cover the Disney trip.

Dave Holt: So let's push for more donations. I feel like we are not in a problem situation because SMB is at or above where the other boosters see themselves.

**Discuss & Approve Last November & December Disbursements** presented by Tim Tang

Last board meeting we voted to move all cheques to Bank of America (BofA), so for November we are seeking the approval of BofA cheque numbers 1001 through to and including 1031.

There was just one Comerica cheque that was used before board approval of the change and that is 15328.

For December we need the approval of BofA cheques 1032 through to 1055.

Dave Holt: Any motion to approve the transactions as presented?

Alicia de Fuentes motions to approve the transactions as presented.

Ramya Vasu seconds.

Motion passes unanimously

**Audit Update, Insurance renewal & 1099s** presented by Tim Tang

**Audit:** This is the first professional audit SMB has ever done and the audit proved that I don't know what I'm doing.

Dave Holt: The only correction is to recognize the trip revenue in this fiscal year and not the last fiscal year. The auditor requested snap shots of the cheques I wrote during my very first month I was president and they wanted copies of those cheques.

Senthil Krishnamurthy: The audit randomly asks for cheques.

Everything matched up.

If we do need to roll over the revenue then we need to audit again.

Senthil Krishnamurthy: How long did the audit take?

Tim Tang: They went over a lot of detail over two months.

Dave Holt: It's all good that is how they find an issue if there was an issue.

Ramya Vasu: Who was our auditor?

Dave Holt: Tang & Lee. If we have to roll over the revenue we have to do it again and determine who we want to do the audit next year. The parliamentarian needs to come up with a nominating committee to draw up a slate.

Dave Holt: Any question about the audit?

**1099s** Dave Holt: 1099 forms need to be filled out and sent to the IRS when a contractor earns over \$500. This was done for Richard Aochi.

**Insurance** Dave Holt: The good news for our Directors and officers is that we are now insured. So, if we have a lawsuit we are covered. It is the same insurance we have every year, it has been renewed for the next 12 months.

### **Fundraising Update** presented by Dave Holt

The good news here is that the SHS programs are looking good other than Winter percussion and Winter guard.

RMS had this whole kerfuffle with marching band at the beginning of the year and we are way off with donations. We don't understand where we are with color guard. If we do not have color guard then we have the option to ask the donor if they would like their donation returned.

For orchestra I don't know why we are behind there, it seems that fifth grade parents don't know what's the deal with donations.

Company Matching: Money enters the general fund after donors paid the program fee and requested company matching. The amount that enters this fund is only the excess funds received to cover program costs.

Cookie Dough: we raised almost \$27K during that drive.

Cecile Cohen-Jonathan: When parents think music goes into school day they might think it is paid by the district.

Dave Holt: We need to educate the parents.

Isabel McPherson: More than ½ the music program is made up of 6th graders and this is all they have ever known. This is just their normal and having clinicians is considered a given.

Dave Holt: The message is SMB is supplementing what the district is paying and your kid is having this extra stuff that the district is not paying.

Ramya Vasu: The messaging from the district said they had covered everything so that is confusing.

Isabel McPherson: They see the paying of the instrument as more important than the payment of the program.

Dave Holt: It's a challenge and SUSD doesn't make communicating with parents easy.

Ramya Vasu: Maybe we can send the program donation request flyer again?

Dave Holt: I think we need to educate the parents.

Ramya Vasu: The teachers are going to resend the form again with a message saying this is what SMB is paying for with your donations.

Michael Boitz: If you need a zoom meeting to discuss the importance of donations then invite one of us.

Dave Holt: We have an extra 600K in the bank and if we need to cover the education for middle school kids we will do that. But we need to educate the parents and show them there is value in supporting the programs for their kids.

**Pancake Breakfast Planning** presented by Mrudula Prashant and Alicia de Fuentes Meetings in preparation for April 30th's Pancake Breakfast began in November. Our third meeting was held this past Thursday evening. We still have a few vacancies if someone here wants to volunteer. We need someone to shadow our grill master Jim Axline. He does homecoming and grad night.

Dave Holt: The school district needs the form filled-out requesting facilities.

Following last year's initiative, we continue to plan all festivity with a Green mindset, minimizing where possible, the use of plastics, etc. When we requested the budget for this year we did so trying to foresee the increased costs to reach this goal, such as, purchasing tablecloths, biodegradable or compostable products etc.

Another chunk of the budget will go toward the purchase of a new grille for pancake breakfast, this will be Jim Axline's domain as his experience is above all.

It is our understanding that we need to buy a new coffee percolator or similar. This was not originally in the budget request but this should not be of a major impact. This will be purchased under Ramya Vasu's direction.

We wish to understand who our point of contact is for the reservation of facilities.

Dave Holt: Give it to Greg Louie.

We should mention that we are promoting going green in our communications.

Ramya Vasu : Percolators are ready for order

Mrudula Prashant: Jim will have our grill purchased in the next two weeks.  
If you have anyone who would donate to the silent auction or raffle we will be happy to approach them.

Dave Holt: You feel less frantic than last year.

Mrudula Prashant: For sure.

Rashi Sanghi: When will we start selling tickets?

Mrudula Prashant: We will talk about this next meeting.

Dave Holt: Evan Low wants to come back to flip pancakes

Ramya Vasu: Anna Eshoo wants to come too.

### **New Budget Request:**

Tim Tang: We will probably do the regular trailer maintenance and clean it up. Let's differ this vote to February to get a better quote.

Michael Boitz: Concerto competition:

23 kids auditioned for this which required 5 judges and an overseer, so I needed more money:

SHS Concert Expense:	\$5.23K
	6 judges \$4250 (8.5 hours)
	Professional Recording 23 performers \$980

Michael Boitz: I'm asking this year so we don't dig into the clinician orchestra budget.

Dave Holt: This will come out of prior year surpluses, that is, money not spent.

As a board of a charity we need to figure out ways to do this.

Ramya Vasu: For the trailer next year, who is going to take care of it? I will definitely talk to them if you are thinking of making it smaller.

Tim Tang: I don't know how you would go about doing that. It is so complicated

Michael Boitz: The trailer was donated by a family when Jon Jow was a freshman, so low and behold they donated it in 1998.

Tim Tang: The goal is to just maintain it and maybe repaint it.

Michael Boitz: Probably.

Tim Tang: The students painted it last time.

Dave Holt: Do you think the maintenance is going to exceed 3.5K?

Tim Tang: I don't think so.

Dave Holt: I would like someone to motion these one time payments for these two line items

Olivia Zhou motioned Ramya Vasu second

Mrudula Prashant: The container where we store the pancake breakfast stuff is now raining.

Ramya Vasu: it is leaking and smells mouldy.

Dave Holt: What does the pancake breakfast team request? Do you want to repair it to be watertight?

Ramya Vasu: I don't know if it is restorable?

Dave Holt: It can be done, it is just welding.

Mrudula Rashant: We use half of the container.

Dave Holt: Who uses the other half?

Mrudula Prashant: I don't know.

Dave Holt: Who does the container belong to? I'm happy to ask about it.

Action Item: Talk to Ken Geisick and Greg Louie about the container in the City of Saratoga.

Ramya Vasu: 10 by 10 ft is what we need for storage

## **Directors' Reports**

**Jon Jow:** After three years, we finally had a full slate of winter concerts since Covid! Our students did a tremendous job, and thanks to the parents who helped put together post-concert receptions. It made for three very special evenings!

Thank you to SHS and our colleagues over there for leading us to make the most out of a potentially very wet and miserable holiday parade. Students had a fantastic time and families loved the last minute indoor format.

Redwood has 9 students accepted into this year's All-State Bands & Orchestras. We're incredibly proud of all of the students who spend their own time preparing auditions and sending them in, regardless of the results!

Proposition 28: Is an arts initiative that won this past November and the monetary breakdown is: \$30K per elementary school, 75K to Redwood. 80% of the money has to be spent on NEW staff, and it is not only meant for music but anything in the arts.

Dave Holt: SMB wants to collaborate with you to see how we support K-8 music. I need you directors to help me help educate Ken Geisick.

SUSD is a community funded district. Only 7% of the state money is funding SUSD, the rest comes from property taxes.

The district has over 33% in reserves.

They have spent money on roofs except for Argonaut. So they have a lot of money for one time spending, The board wants to get the reserves to 18%.

Ramya Vasu: Is there a way to get music rooms for elementary.

Jon Jow: We have many suggestions

Jason Shiuan: There was a surplus of COVID money specifically for the arts. I'm betting SUSD is sitting on that money.

Jon Jow: Yes, the arts, music and instructional materials grant of \$1,000,000.

Dave Holt: The governor is yet to define the amounts in his budget.

Ramya Vasu: Last time I questioned Jean Aldrete she said we expect \$.50 per student, so I'm glad she has her numbers right now.

For Color Guard we are without a guard instructor and next year we are not allowed to have lessons in the morning.

Marching band is not allowed to happen in the morning.

Isabel McPherson: The reality is kids are busy after school.

Ramya Vasu: Is it possible to set up expectations?

Dave Holt: We can ask SUSD district what the parameters are?

Michael Boitz: If SMB is funding it, it's optional, and the stipends are paid by SMB.

Dave Holt: The challenge is that this community may want it but there is a group who do not want it. Some parents don't have conflicts after school.

Ramya Vasu: Then we should do a survey to see who wants it.

Dave Holt: I like this idea, it gives us data.

Mrudula Prashant: It is only for a season?

Ramya Vasu: Let's mirror what SEF does. We can send the survey as SMB.

Dave Holt: We need to get through Grace Gens.

Jon Jow: I think it's important to get the data. Marching band is different than robotics or sports in the sense of the balance of kids and instruments.

Rashi Sanghi: Band is happening after school and on weekends. I'm thinking even if you have to push it out after school maybe the families can sign up for it.

Jon Jow: There are a lot of things to consider, facilities, for example, they need to be reserved for certain times.

Cecile Cohen-Jonathan: When are we deciding about Color Guard?

Dave Holt: It is not happening and we have to return the money. We need to ask the donors (parents) if they want to donate it or prefer a refund.

Isabel McPherson: Mr Hamm said we can get the MPR if we schedule ahead of time.

Dave Holt: Get the data and then tee up what we need soon. I think we need the survey now.

Disney: Our SoCal/Disney Trip is a go! 188 Redwood students will participate in workshops and performances from February 19th thru 22nd. If my general tracking comes through and all cheques come through, we should be raising around \$164K.

For Prop 28, where we could have money spent on: We would love to have instructors for choir.

Beth Nitzan: There is no way for me to make the schedule work between high school and middle school.

All performances for spring are in the booster calendar.

Dave Holt: Jason Shiuan and Michael Boitz have been submitting one time things, please don't be shy to make requests.

Jon Jow: We will definitely keep you posted.

**Isabel McPherson:** I attended a conference over the break to learn how to teach double bass better.

We came 4th in the ranking overall with the number of kids entering all-state.

**Beth Nitzan:** We hosted the December concerts in collaboration with the jazz band. SHS choir sang with RMS too. Carolgrams took place. 7 students participated in all-state auditions and 4 are headed to all-state in February. We have more events coming up this semester.

The Tree lighting at downtown Saratoga was also held for RMS.

**Michale Boitz:** I would like to share just a snapshot observation made by a visiting music director: they said they loved the energy in the music building. Thursday in class we had an alumni who runs a Chamber Music by the Bay. They came back from presenting to 2000 students, by going to libraries and schools. At SHS on Friday the 13th they held a side by side concert with ten SHS and some Lynbrook musicians. What was really cool was they played a piece from a composer they did not hear of before.

Then on Saturday the 14th MAGIC (Music And Good In Concert) Benefit Concert was held in M101 and was a full house. We had singers from the choir and ended with Bollywood dancers. It was an awesome student run event.

Timothy Mahr is going to be back on Feb 3rd at 7pm where 23 kids in his orchestra were from Saratoga. Their band is arguably the finest in the country. It's a very audience approachable event. All of the kids of SHS are going.

CA All-state results came out and it was super competitive. We ended up 23-24 in total and then for Choir 4 students made it. The only school that beat us with respect to the number of students going from one school was the Diamond Bar High School attended by 3800 students.

There is listening fatigue too and we are really proud of that, because we have a lot of great stuff going on.

**Shiuan:** January 30th is Electives Night offered to incoming freshmen. Band, Orchestra, Choir, Winter and Color Guard will all perform. Starts in the McAfee then moves to the large gym and ends in the library where all electives are showcased.

Winter Guard and Winter Percussion are up and running since the end of November. Winter Percussion exploded this year and now there are 2 full groups with at least 30 kids in each. Winter Guard is rehearsing right now as we meet here. We are building a SoCal trip for the team and we will bring this to SMB soon.



I just want to share the talent in our student body, a student comes in to see me and asks me to listen to music he recorded. There was bass, strings and he sings. He is also into electronics and mixing with an alumni. So he gave me a fully produced track for a song, when I heard this, I thought it was a song made by a pop artist.

### **Other Business:**

Michael Boitz: Isabel McPherson presented this past Friday and Saturday a seminar on how to get your students to become comfortable with double bass. It was absolutely awesome. She was wandering around the room offering instruction and I was so proud to have a proficient staff partner. Clearly Isabel was in her element. We don't usually see that part of our faculty.

Isabel McPherson: There are 3 Redwood Middle School bassists in CA all-state out of the seven kids who are going.

Cecile Cohen-Jonathan: Since Color Guard is not being offered this year is it possible to have high schoolers offer workshops?

Jason Shiuan: We have been talking about that more news soon.

Dave Holt: Let Cecile, our Parliamentarian, and I know if you want to continue in your role or want a different role. That way we can get ahead of it and leave a legacy for the next group.

### **Stipends for Music Directors**

Dave Holt: What are the stipends for the Disney trip?

Jon Jow: I don't like paying myself from the money I solicited.

Dave Holt: The stipend is not going to make you rich but it will value your time with your students. The teachers who go on science camps get stipends, so it should be analogous. Personally, I think SUSD should pay you for your time. There is precedent and you should be valued for your time. I've already talked with Ken Geisick about this and he is supportive.

Michael Boitz: It's a super great gesture that SMB does that on behalf of the parent group. When I was taking an international trip up until 2008 I was paid \$8000.

Dave Holt: My philosophy on this is super great because of the great teachers we have. There is nothing wrong with covering your trips.

Tim Tang: I motion we have a stipend in our regular budget for our teachers on trips to be determined on a case by case basis with a guarantee that our teachers are fully covered for their time and expenses.

Second: Ramya Vasu

Motion passes unanimously.

### **New Addition to VP of Donations**

Ramya Vasu: I am joining the VP of donations chair.

Dave Holt: I would like to nominate Ramya Vasu for Co-VP of donations

Senthil Krishnamurthy: and I second

It passes unanimously.

Dave Holt: Pancake Breakfast is the place to get people to run in SMB. We all need to help promote the open positions.

Meeting adjourned at 9:20pm

### **Summary of Motions**

Approval of November Minutes

Arnita Proffitt moves, Cecile Cohen-Jonathan seconds: motion carries.

Discuss & Approve November & December Disbursements

Alicia de Fuentes moves, Ramya Vasu seconds: motion carries.

New One Time Budget Requests

Olivia Zhou moves, Ramya Vasu seconds: motion carries.

Stipends for Music Directors

Tim Tang moves, Ramya Vasu seconds: motion carries.

New Addition to VP of Donations

Dave Holt moves, Senthil Krishnamurthy seconds: motion carries.

Submitted by,

Alicia de Fuentes

Recording Secretary