

Saratoga Music Boosters (SMB) Regular Meeting March 20, 2017 - Minutes

Attendance: Total number of attendees present = 17 including the following:

Executive Board:

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

Music Directors:

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

Location: SHS Staff Lounge

Call to Order: The meeting was called to order at 7:08pm by Co-President Sandy Miller.

Minutes

- Presented by Jane Graham
- Motion to approve February 2017 minutes made by Shahana Shah. Seconded by Sheeba Garg. Minutes approved.

Finance

- Presented by Naomi Wong
- Spreadsheets and reports for February 2017
- Cash flow, balance sheet, Profit and Loss were presented.
- Sarah Ouyang will plan to present the audit report in April.
- Jazz cab figures will be available sometime in April
- Motion to approve financials as presented made by Corina Kuo and seconded by Jane Graham.
- Motion to ratify checks from Comerica #13024 -13053 made by Jane Graham and seconded by Annie Ying. Motion approved.

Membership:

- Presented by Naomi Wong.
- Membership figures are \$114,013 and still have \$12,000 for scholarship to be reallocated for our membership.

Jazz Cabaret:

- Presented by Andrew Ford.
- We are continuing to tally all ticket sales. This year 289 tickets were sold in advance and 117 tickets were sold at the door, which is a total of 406 tickets. Last year, we sold 366 tickets for reference. There was an increase in attendance. We thought we would have much more in ticket sales especially with more students participating. Chorus and jazz students were larger groups than the prior year. We also hoped to see more parents. There were a lot of students attending, but not as much from the community.
- Ticket sales: \$4550. Expenses were \$3823.
- We had \$1000 underwrite by Bill Gorman. Total donations: \$1175.
- Parents question why they need to purchase tickets for the performers. In addition, parents were asked to donate food for the performance. Co-chairs really felt the burden in answering those questions.
- Is this a fundraiser event?

- Moving forward, we should consider re-tooling and positioning the event to bring more community to attend. How do we retool to reach community? Do we consider a shift of focus to just a ticketed student event and have the goal to be a breakeven event or should we promote it differently to drive more of the community to attend? It used to be a school wide event (17 years ago), now it's much more a music community event.
- Maybe we reserve the large banners on Saratoga Ave. to get the word out? Promote it in Saratoga News? Is it a dance event? Cocktail event? Maybe we have an event that is to eat, socialize, and watch kids perform? Or maybe a fun, spring concert?
- We did inject new life in the event this year - we had a tunnel entrance, re-did table centers and photo booth. We can certainly do more based on the increase in ticket sales.
- Upkeep in terms of decor, we may need to purchase new items – they are looking a little used, but they are quite expensive. Something we may need to consider if we keep this event the same. Jennie Lau noticed that from 5 years ago, there are much fewer parents. It could have been due to the 3-day weekend (Monday was a teacher in-service day).

Pancake Breakfast

- Presented by Yuchi Wang
- Date: April 30th.
- Raffle and auction co-chairs are working to get items donated.
- Publicity launch March 27, 2017 – tickets can be purchased and volunteers may sign up.
- Ticket sales and volunteer sign-ups are a concern each year.
- We hope to sell 1500 tickets. If each student and a parent purchase – we will exceed our goal. Directors - please encourage kids and parents to buy tickets.
- Yuchi has lawn signs to promote the event. Please take one, but then return it to Yuchi.
- Budget: expect similar number to last year – we sold total of 1568 tickets last year. Price is the same as last year \$10 in advance. If you pay online there is a \$0.50 surcharge. Tickets at the door are \$12.00.
- Total expense – about \$5000. Our goal is to make about \$25,000. Hope to contribute \$20,000.
- Suggestion from Jane Graham: Can we somehow capture some of the Great Race runners, the Great Race is the same day. There are approximately 1400 participants in the Great Race, many come back to downtown Saratoga after the run. Maybe we have students with signs “Pancake Breakfast at SHS” along the route? Yuchi to connect with Rotary, the organizers of the Great Race.

Parliamentarian - Nominating Committee:

- Presented by Jennie Lau
- Happy news: The nominating committee is doing a great job. Many of us will continue in our positions. Thank you to Sheeba for all your work. Aparna Kondagunta would like to help with nominating.
- Motion made by Seema Kumar, seconded by Andrew Ford to add Aparna Kondagunta to the committee. Motion approved.

SUSD Music Program Update:

- Presented by Sandy Miller
- Laurie Sutterfield is leaving the program and moving to Oregon on April 1. The program will continue, the brass 5th grade teacher will teach all the students for now. District has posted on Edjoin.com and hopes to fill the position soon.
- Corina Kuo: Orchestra trip to Disneyland on May 18-21. Chaperones need TB and fingerprinting. 70 students, 8 chaperones. Cost \$610 per student.

Directors' Reports

Jason Shiuan

- CSMET conference, able to see great work.
- MESH: It was fantastic program. All organized and executed by Samay Garg, Samana Shah and George Wang, student leaders. The whole event was run and operated by the students. Parents enjoyed seeing their children perform on stage with their mentors. Great inspiration to fuel the music program.
- Homestead and Lynbrook wind ensembles did a great job at the exchange concert.
- CMEA went well.
- Senior night to be held March 30 for WG and WP.

Andrew Ford for Mr. Boitz

- Mr. Boitz is out sick.
- We have a big orchestra concert this Friday (March 25, 2017) with Mariposa High School. It's a joint exchange with their music program. Students from Mariposa will be here all day Friday. We will have a pizza lunch. It will be an exchange of music and fostering friendships. It's the last of the big events.
- CMEA: We had 8 groups performing. Our students did a fantastic job. Lynbrook's stage is small, but we were able to get our entire group on stage. Our students performed amazingly well in sight reading. They are only given 5 minutes to see the music.
- Early March: Chamber singers were at SJSU invitational. We performed 3 songs and had the opportunity to listen to other schools.
- Motion to approve \$500 for the commission of a James Stephenson composition, either will come out of SHS designated donations or unallocated funds. If SHS is part of the consortium sponsoring this commission we will be among the first to play it and can use repeatedly without paying extra each time for the music rights.
- Motion made by Corina Kuo and seconded by Sarah Hung. Motion approved.

Michael Boitz – not in attendance

Doug Harris

- Interviews for orchestra position presented to the board on Thursday.
- Depending on how many register for orchestra, we will determine how many classes to offer. The portal was closed for registration.
- We need to have a major restructure of ensemble program since it is not efficient in the current state. We have only 40% attendance at certain times. Is there a way to incorporate it into the day rather than after school/evenings?
- Groups are doing well and working very hard. Symphonic band sounds fabulous, as well as the concert bands.
- There is a reimbursement coming as we only needed 3 buses but had reserved 4 buses for our marching competitions. Approx. \$2500 coming back to us. This will be used to pay for buses for CMEA. We need some buses for CMEA to Monte Vista as it is not at McAfee this year.

Presidents' Report

- Sandy Miller and Susan Nakahira will meet with SUSD Superintendent to discuss issues around MOU.
- We will need some funds for instrument repairs. Dr. Harris will need to assess and provide a budget but repairs are not the responsibility of SMB as the District owns the instruments once we purchase them.
- Worksheets will go out to Directors for next year's budget needs. This may be discussed at the April meeting. We will need approval by May meeting.
- We are still working to secure program fee contributions for Redwood programs. Nancy would like a cover letter and wording, asking for payment.

- SEF sent a reminder payment letter March 20 which showed dollar figures - Jane will provide Sandy and Susan with a copy.

Upcoming Events:

4/8	Sat	SHS Winter Percussion @ James Logan
4/21	Fri	RMS Band CMEA @Monte Vista
4/30	Sun	Pancake Breakfast
5/3	Wed	Senior Talent Show
5/4	Thurs	Chamber Music in the Bay Exchange Concert
5/8	Mon	SMB Board Meeting / Potluck
5/13	Sat	Choral CMEA

Summary of Motions

<i>Item</i>	<i>Moved by:</i>	<i>Seconded by:</i>	<i>All ok?</i>
Minutes – Feb 2017	Shahana Shah	Sheeba Garg	Y
Financials – Feb 2017	Corina Kuo	Jane Graham	Y
Checks – February transactions, ratify Comerica Checks #13024 - #13053	Jane Graham	Annie Ying	Y
Parliamentarian - Nominating Committee additional member	Seema Kumar	Andrew Ford	Y
Purchase of James Stephenson composition for \$500	Corina Kuo	Sarah Hung	Y

Next meeting is on April 10, 2017 at 7:00pm, SHS Staff Lounge.

The meeting was adjourned at 8:33pm by Co-President Sandy Miller.

Respectfully submitted by,
Shahana Shah
Co-Recording Secretary