

SMB:

SARATOGA MUSIC BOOSTERS

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

Saratoga Music Boosters (SMB) Regular Meeting May 14, 2018 - Minutes

Attendance: Total number of attendees present = 22 including the following:

Executive Board:

Sandy Miller	Y	Sarah Ouyang	Y	Susan Nakahira	Y
Jennifer Wisdom	Y	Dipti Shrivastav	Y	Beth Kingsley	Y
Naomi Wong	Y	Seema Kumar	N	Michele Loconzolo	Y
Annie Ying	Y	Jane Graham	N		

Music Directors:

Michael Boitz	Y	Jason Shiuan	Y	Andrew Ford	Y
Jon Jow	Y			Aryn Krijnen	N

Location: Wisdom Residence, Saratoga

Call to Order: The meeting was called to order at 7:10 pm by Co-President Jennifer Wisdom.

Minutes

- Presented by Michele Loconzolo
- April 2018 minutes were circulated prior to meeting.
- Motion to approve April 2018 minutes made by Susan Nakahira and seconded by Jill Martin. Motion approved.

Presenting and voting of 2018-2019 Board

- Presented by Beth Kingsley and Susan Nakahira

ELECTED OFFICERS - EXECUTIVE BOARD	
President	Jennifer Wisdom Nimisha Mahuvakar
VP Membership	Annie Ying Beth Kingsley
VP Fundraising	Deepti Shrivastav OPEN
Recording Secretary	Jane Graham Michele Loconzolo
Treasurer	Rivathi Koteeswaran
Parliamentarian	Sandy Miller
Auditor	Amelia Shen

SMB:

SARATOGA MUSIC BOOSTERS

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

COMMUNICATION	
Corresponding Secretary	Priya Rajan
Publicity	Amelia Shen Corina Kuo
Webmaster	Angela Kwan
Photo/Video Director	<i>OPEN</i>
FINANCE	
Trip Financial Coordinator	Sarah Hung
Program Receivables - SHS	Naomi Wong
Program Receivables - SUSD	Naomi Wong
SMB Merchandising	Lorette Ma
SMB Equipment Inventory Control	<i>OPEN</i>
LIAISONS	
SHS Band	Helen Jarrett
SHS Choral Program	Susan Nakahira - senior Aparna Seethepalli - sophomore <i>OPEN - junior</i> <i>OPEN - freshman</i>
SHS Color Guard/Winter Guard	Kathlynn Uenaka <i>OPEN</i>
SHS Orchestra	Sarah Hung Annie Ying Jai Kadambi
SHS Percussion	Vanessa Stephens
RMS Orchestra	Sungmin Jin <i>OPEN</i>
RMS Band	Rashi Sanghi
RMS Choir	<i>OPEN</i>
RMS Color Guard	Kathy Tippets
Elementary Orchestra	Cecile Cohen-Jonathan
FUNDRAISING EVENT CHAIRS	
Cookie Dough Sales	Jill Martin Meghana Palande
Jazz Cabaret	Helen Jarrett Aparna Kondagunta
Pancake Breakfast	Priya Khemani Annie Ying Beth Kingsley

SMB:

SARATOGA MUSIC BOOSTERS

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

NOTE: SMB Board positions are bold type

- Motion to approve Executive Board made by Annie Ying and seconded by Michele Loconzolo. Motion approved.

Audit

- Presented by Sarah Ouyang
- Deposit slips were verified against statements. Fund transfers from money market accounts to checking accounts were also verified. Audit methods for testing of checks are outlined in the audit report.
- There were no discrepancies or variances found.
- Motion to approve Audit for 6-month period ending on December 31, 2017 made by Deepti Shrivastav and seconded by Jill Martin. Motion approved.

Financial Report

- Current cash flow, balance sheet, profit and loss were presented by Naomi Wong.
- Income at SHS increased with the majority coming from additional winter guard contributions over the last month. Dayton, OH trip constituted the greatest expense at \$49,672. Total SHS income and expenses are \$375,376 and \$351,114, respectively.
- RMS change in expenses totaled approximately \$800. Elementary schools' expenses increased by approximately \$5,000, due to cost of 5th grade band transportation. SUSD income remained flat. Total income and expense for SUSD are \$205,746 and \$202,423, respectively.
- SMB net income is \$74,799 as of 30 April 2018.
- Motion to ratify checks from Comerica #13432 to #13476; and financial reports ending on 30 April 2018 made by Deepti Shrivastav and seconded by Jill Martin. Motion approved.

Membership Report

- Presented by Beth Kingsley and Annie Ying
- As of March 31st, membership and matching donations are \$96,040.16.

Pancake Breakfast Update

- Presented by Sarah Hung
- Total of 1399 tickets sold between online and same day ticket sales. Fewer tickets were sold compared to previous years, increase in ticket price resulted in increased revenue.
- Little waste as most food/product purchases were used/consumed
- Approximately \$500 in PayPal service fees were absorbed by fundraiser.
- Raffle ticket sales comparable to last year; still have uncollected silent auction donations at this time
- A shout out to all the parent volunteers – it takes a village!

SMB:

SARATOGA MUSIC BOOSTERS

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

Review/Approval of 2018-19 Preliminary Budget

- Presented by Naomi Wong
- SHS requesting a total of \$47,470 to offset costs associated with all programs. Including clinicians and adjudicators.
- RMS and primary strings/band requesting \$52,025 to offset costs of programs, including instructor fees and transportation for 5th grade band participants.
- Total subsidy = \$99,495. Funds for subsidy come from donations and fundraisers, which currently stand at \$87,100. Deficit will be covered from current year's funds as there were no distributions mid-year.
- RMS Upper Strings contribution to be increased from \$100 to \$115.
- Motion to approve 2018-2019 preliminary budget made by Beth Kingsley seconded by Angela Kwan. Motion approved.

Directors' Reports

- Combined report presented by Michael Boitz
- Directors want to recognize Sandy Miller for her 18 years of service to the SMB organization. Over the years, she has generously given her time, effort, and expertise, has served as treasurer, president, and will continue to serve next year as parliamentarian.

Presidents' Report

- It's been a great year.

Upcoming Events		
5/15	Tue	SUSD Strings Concert
5/18	Fri	SHS Marching Band 2018-19 Kick Off
5/22	Tue	SUSD Band and Guard Concert
5/23	Wed	SHS Orchestra Year End Concert
5/24	Thu	SHS Band Year End Concert
5/30	Wed	AP Music Theory Concert
5/31	Thu	Jazz & Percussion Year End Concert
6/1	Fri	Choir Year End Concert
6/7	Thu	SHS Graduation
6/8	Fri	RMS Graduation
7/31	Tue	SHS Marching Band Leadership Camp
8/1-11		SHS Marching Band Camp

SMB:

SARATOGA MUSIC BOOSTERS

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

Summary of Motions

<i>Item</i>	<i>Moved by:</i>	<i>Seconded by:</i>	<i>All ok?</i>
Approve Minutes – April 2018	Susan Nakahira	Jill Martin	Y
Approve 2018-2019 Board	Annie Ying	Michele Loconzolo	Y
Approve Audit for period ending 12/31/17	Deepti Shrivastav	Jill Martin	Y
Approve April 2018 Financials including Checks – transactions, ratify Comerica #13432 to #13476	Deepti Shrivastav	Jill Martin	Y
Approval of 2018-2019 preliminary budget	Beth Kingsley	Angela Kwan	Y

The meeting was adjourned at 9:07 pm by
Next meeting: TBA

Respectfully submitted by,
Michele Loconzolo
Co-Recording Secretary