

Saratoga Music Boosters (SMB) Regular Meeting Nov 14, 2016 - 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	Y	Jennie Lau	N
Naomi Wong	Y	Seema Kumar	N	Sarah Ouyang	N
Sheeba Garg	Y	Jane Graham	Y		

Music Directors:

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

Location: SHS Staff Lounge

Call to Order: The meeting was called to order at 7:07pm by Co-President Susan Nakahira.

Minutes

- Presented by Jane Graham
- Motion to approve the re-created May 2016 minutes as presented made by Sheeba Garg and seconded by Manasa Sabat. Motion passed.
- Motion to approve the October 2016 minutes as presented made by Jane Graham, seconded by Corina Kuo. Motion passed.

Finance

- Presented by Naomi Wong
- Spreadsheets and reports were emailed to the Board prior to the meeting.
- Sheeba Garg noted that finance's membership figures did not correspond with membership's records. Naomi will review these (P&L line 4340). Naomi noted that all bottom line figures are balancing, so the issue is funds that have been mis-categorized.
- Naomi reviewed income for all categories. Final roster numbers for Redwood, and for beginning band and beginning orchestra, are necessary to compare actuals and budgeted. Cookie dough sales figures need to be confirmed with the cookie dough team.
- Motion to approve October financials deferred pending review of membership figures.
- Request for ratification of checks #12880-12920 and #8775-8780 as described on the transaction list for the month of October 2016. Motion to ratify the specified checks was made by Jane Graham and seconded by Sheeba Garg. Motion passed.

Membership:

- Presented by Sheeba Garg
- No membership numbers were presented pending review of financials per above.

Tax Return:

- Presented by Sandy Miller
- SMB has hired an accountant to undertake our taxes this year.
- Motion to approve the returns was tabled due to some outstanding questions our CPA raised, all of which are more housekeeping than procedural in nature. Taxes will be filed by our CPA this week and returns added to the January agenda for approval.

Program Grant Requests

- Doug Harris indicated Redwood and SUSD have no requests to present. Given the uncertainty around the structure of the orchestra program next year, it is considered prudent to wait until those plans are in place before making any funding requests.
- Michael Boitz presented the request from SHS. Given the uncertainty around the Redwood/SUSD programs, these requests are modest as we wish to maintain flexibility for later in the year.
- High school grant requests total \$26,450. Specifically:
 - *Low reed mouthpiece, ligature, rod updates \$1900*
 - *Yamaha Standard student bass clarinet (two) @ \$2200 each (good base model; two students recently graduated who owned their own instruments)*
 - *Yamaha YCL 62211 Low C model bass clarinet \$10,000 (for an advanced player)*
 - *Pearle Alto Flute 207 series \$3400*
 - *Winter Guard/Winter Percussion drill design \$5000 - to offset significant program fees*
 - *Handbell accessories \$900*
 - *Additional \$850 for jazz band guest artist, Tony Glausi to cover hotel fees, as he is now bringing his full entourage in December*

Motion to approve Program Grant requests totaling \$26,450 made by Corina Kuo and seconded by Jane Graham. Motion passed.

Alumni Poker Night

- Presented by Takako Hasegawa
- Goal for this year is to start to fund a contra Bass clarinet for SHS.
- Projecting \$1,020 proceeds this year based on tickets sold. Numbers are down significantly from last year: 22 versus 40 poker players, 6 versus 36 dinner only guests.
- Hosted by Sandy Miller. Please spread the word, tickets are still on sale.

Update on SUSD Music Program

- Doug Harris noted that he was told today that as of next week there will not be bus service for the Beginning Band in the mornings from Argonaut to Foothill and Saratoga Elementary as no contract has been signed. SUSD expects SMB to sign the bus contract; SMB needs to clarify again that it is a SUSD program and the District must sign the contract. Numbers are up this year for beginning band.
- Aryn Krijnen reported on the meeting held Thursday, November 10 with SUSD to discuss the orchestra program. One of the suggestions was to have three orchestra classes during the school day - advanced, advanced intermediate and beginning intermediate. Beginning intermediate could be taught five days per week during 8th period, and would capture students who cannot otherwise fit orchestra into their regular day school schedule. Beginning orchestra could possibly be taught at the same time, meeting two to three times per week.
- SUSD was only interested in discussing the Redwood program, not the elementary program. This is problematic as the orchestra program needs to be examined as a single vertical entity, from 4th grade through high school. The high school would like to be involved in the discussions but at this point has not been invited to be at the table.
- Any classes would be subject to a minimum enrolment number. We need to build the program at the elementary level to ensure strong middle and high school programs, but at the same time keep a robust enough middle school program to justify the proposed new schedule. A further question is whether we have enough instruments - if a class is taught during the school day we need to assume we will provide instruments for all students. While there is a donor interested in funding orchestra instruments, their interest is very much at the elementary level, which will remain a 'pay to play' program.
- Another meeting is scheduled for next week. Final plan needs to be in place by December for SUSD planning purposes. Aryn will keep SMB up to date on the progress.

- Aryn needs to determine the grade level of current SUSD orchestra students to assist with planning.
- The Superintendent has requested an instrument inventory. There should be one kept by SUSD as per the education code - the instruments are their property, not SMB's.

Directors' Reports

Andrew Ford

- Choir - Gearing up for holiday and winter concerts. Two pieces being premiered at holiday concert, new hand bell ensemble will also have their first performance.
- Winter Guard has 1.5 weeks of practice. Placements this Friday – will have a JV and Varsity guard this year for first time due to high enrolment.
- SHS chamber singers will perform with San Jose State's Women's Chorus Dec 4 at McAfee.

Michael Boitz

- Great fall semester for both orchestra and band.
- The Advanced Jazz Band is very large this year, Jason Shiuan has brought lots of new ideas to the class.
- Students are busy preparing auditions for honor bands and various charitable performances.

Doug Harris

- The marching band performed very well at the Veteran's Day parade November 11 in San Jose
- All ensemble groups are making excellent progress
- Three concerts upcoming to add to the calendar - Dec 9th choir, Dec 14 band and Dec 16 orchestra. It was noted we need to sync the calendars so Redwood events are part of the SMB calendar.

Presidents' Report

- Any topics have been covered elsewhere on the agenda.

Other business

- Michael Boitz thanks Naomi for all her time and effort taking on the enormous job of Treasurer. He also thanked Sandy and Susan for stepping up to their leadership roles as Co-Presidents.

Upcoming Events:

11/18	Sat	Poker Night
12/1	Thurs	SHS Orchestra Concert 7pm
12/2	Fri	SHS Band Concert 7:30pm
12/3	Sat	RMS Los Gatos Holiday Parade 11 am
12/4	Sun	SHS Choir with SJSU Women's Choral, 3pm
12/6	Tues	SHS Concerto Competition 6pm
12/8	Thurs	SHS Jazz Band Concert 7:30 featuring Tony Glasi
12/9	Fri	Redwood Choir Concert
12/12	Mon	SHS Chamber Singers Carol Gram Delivery 1 st Period
12/13	Tues	SHS Chamber Singers Caroling at Foothill Club 1-3pm
12/14	Wed	SUSD band (including jazz band) Winter concert
12/16	Fri	SUSD Orchestra Winter concert
12/16	Fri	Semester 1 Finals begin

Summary of Motions

<i>Item</i>	<i>Moved by:</i>	<i>Seconded by:</i>	<i>All ok?</i>
Minutes – May 2016	Sheeba Garg	Manasa Sabat	Y
Minutes - October 2016	Jane Graham	Corina Kuo	Y
Checks – September transactions Checks #12880-12920 and #8775 to #8780 ratify	Jane Graham	Sheeba Garg	Y
Program Grant Requests totaling \$26,450	Corina Kuo	Jane Graham	Y

Next meeting January 9, 2017 7pm, SHS Staff Lounge - no meeting in December

The meeting was adjourned at 8:42 pm by Co-President Susan Nakahira.

Respectfully submitted by,
Jane Graham
Co-Recording Secretary