

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 November 19, 2018 - Minutes

Attendance: Total number of attendees present = 14 including the following:

Executive Board:

Nimisha Mahuvakar	N	Amelia Shen	N	Sandy Miller	Y
Jennifer Wisdom	Y	Dipti Shrivastav	Y	Beth Kingsley	Y
Revathi Koteeswaran	Y	Michele Loconzolo	N		
Annie Ying	Y	Jane Graham	Y		

Music Directors:

Michael Boitz	Y	Jason Shiuan	Y	Andrew Ford	Y
Jon Jow	Y			Isabel McPherson	Y

Location: Room M103, SHS Music Building

Call to Order: The meeting was called to order at 7:03 pm by Co-President Jennifer Wisdom

Minutes

- Presented by Jane Graham
- October minutes circulated prior to the meeting
- Motion to approve October 2018 minutes made by Beth Kingsley. Seconded by Annie Wong. Motion approved.
- Thanks to Jill and Rev for updating their job descriptions. To expedite the process, Jane and Michele will edit and distribute the remaining existing job descriptions for comment to the relevant holders.

Finance

- Presented by Revathi Koteeswaran
- Most programs on track for expected program contributions
- Cookie dough had profit of about \$10,000
- Membership at \$87,294
- Spreadsheets and reports for October 2018 were shared at the meeting
- Cash flow, balance sheet, profit and loss were presented
- Checks for October 2018 from Comerica #13636 to #13677
- Motion to approve October financials as presented made by Jane Graham and seconded by Dipti Shrivastav

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Membership:

- Presented by Beth Kingsley and Annie Ying
- As of October 31, membership sits at \$87,294 on a budget of \$83,000
- Donors will be reported on the programs for the holiday concerts
- Will add an anonymous option to donor form for those who prefer not to be recognized

Cookie Dough Sales

- Presented by Jill Martin
- Sold \$52,658 (up about \$4000 from last year). Number of boxes sold was the same – 2,600 boxes but price had increased thus increased revenue
- Net income \$22,407 of which \$10,157 for SMB and the remainder for student accounts
- Student participation about 30% - great potential for more sales
- Could have perhaps used social media more to promote with students and with the community. Also did not promote on Next Door this year. Another untapped market is alumni parents, who we don't sell to
- Meghana Palande will continue as a co-chair next year; Jill will assist
- Thanks to all the volunteers who helped make it a successful event

Budget Revisions/Approval

- SMB has been using an initial annual budget (working budget) up to this time, as per usual
- Redwood changes - Presented by Jon Jow.
- Redwood programs have to guesstimate student numbers when creating initial budget. Small changes now required to reflect actual student enrolment.
- Huge beginning band and orchestra enrolments. Need an extra shuttle for beginning band – this is an additional cost. Paying \$30,000 a year for shuttles for beginning band – these funds could be better used elsewhere
- Further adjustments to Redwood budget expected in January. Thus will continue to operate under the working budget until that time.
- Redwood orchestra doing away with black concert tops – will be able to supply their own black clothing
- Motion to approve initial annual budget made by Sandy Miller and seconded by Jill Martin. Motion approved.

Fundraising

- Presented by Dipti Shrivastav
- Dipti outlined several questions (summarized below) that the fundraising committee has identified. Dipti asked board members to consider their responses in preparation for discussion at a future board meeting
- We have old merchandise from previous years that has not sold – what should we do it?

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- Helen Jarrett sold 60 plus custom t-shirts. Would SMB's fundraising arm want to take this over? Not currently a fundraiser as people ordered their own shirts. Issue - who will manage this process?
- Would like to review usefulness of gift cards. We sell them at cost – how are they helping the program? They only benefit student accounts. Dipti will gather stats on number sold
- Restaurant nights – with a percent of sales to SMB. Is this something we want to pursue?
- Should we sell other items at concerts? Jazz cab sold items last year and that was popular
- Can we promote Amazon Smile more? Can something go out from Music Directors about Amazon Smile? Can it be more visible on website? Feature in holiday concert programs?
- All these ideas will be further discussed at a future meeting

Directors' Reports

Jason Shuian

- Marching band ended end of October
- BOA NorCal, Foothill Band Review and BOA SoCal were final competitions
- Transitioned to concert bands. About 30 students auditioning for County and All State
- Jazz Festival scheduled for last Friday cancelled due to air quality – many schools were closed. Unlikely to be rescheduled.
- Jazz 1 starting before end of first semester this year – they will perform as part of December concert series. About 30 students to date
- Winter percussion has started – auditions last week of November. All music written in house so it is tailored to the skills for our students
- Big thanks to SMB and all the volunteers who made this year's marching season such a great experience for the students

Andrew Ford

- Honor Choir was due to be at San Mateo College Saturday– cancelled due to air quality. Transferred event to San Jose State at the 11th hour. Logistical challenge but a great event.
- Choir has various community caroling events coming up

Michael Boitz

- Will have a very busy December. Students preparing for County, All State bands
- Concerto competition after Thanksgiving break – 16 students participating
- Good MESH participation this year
- Orchestra continues to prepare for Midwest Clinic; guest conductors continue to assist. Leave Dec 18
- First concert Wed Dec 5 (band), orchestra Dec 6, Dec 10 send off concert for Saratoga Strings with Kennedy Middle School (also going to mid West clinic), Dec 12 choir, Dec 13 jazz concert

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- SUSD has declined Isabel’s request for professional development funding to attend Mid West Clinic. This is a premiere event and would be very unusual – unheard of – for the feeder school instructors not be in attendance of the performing high school. Request to use program grant funding to enable Isabel’s attendance.
- Motion to make a program grant for \$1600 for Isabel to attend Mid West clinic made by Beth Kingsley and seconded by Annie Wong. All approved.

Jon Jow

- Fall choir concert with SHS – Redwood students very enthused
- New supervisor for 5th grade band – Adrianna White (former student). Assisting teachers with admin/logistics as it is a very big group
- Santa Cruz Band Review went very well – color guard had only started one week prior so only had band on which to be judged, which put Redwood at a disadvantage vis a vis other participating schools
- Los Gatos holiday parade next event - Dec 1st. Middle school only this year, not SHS
- Planning a mini tour – Sat April 27 7th and 8th grade band and orchestra students will be at Vallejo music festival
- Winter concerts upcoming

Isabel McPherson

- Marching been a challenge with air quality restrictions but doing well
- Orchestra – very large group. Two classrooms. Have started using the bow, which is a huge step in the orchestra world
- MESH students helping – great with the large groups

Presidents' Report and Proposals

- Michael Boitz - Winter Guard and Percussion at SHS now launching. Expensive programs. Will be working with Redwood staff to co-ordinate grant requests for the new year
- Confirmed we have copy of SHS MOU if anyone wishes to review. No further action required at this time

Upcoming Events:

This Month:		
11/29	Thu	SHS Concerto Competition
12/1	Sat	RMS MB & CG at Los Gatos Holiday Parade
12/4	Tues	RMS Band and Color Guard Concert
12/5	Wed	SHS Band Concert
12/6	Thurs	SHS Full Orchestra Concert
12/7	Fri	Redwood Strings Concert

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12/10	Mon	Mid West Clinic Kick off Concert for Saratoga Strings
12/11	Tues	SHS Chamber Choir at Foothill Club
12/12	Wed	SHS/RMS Choir Concert
12/13	Thurs	SHS Jazz Winter Concert
12/18	Tues	Depart for Mid West Clinic

Summary of Motions

<i>Item</i>	<i>Moved by:</i>	<i>Seconded by:</i>	<i>All ok?</i>
Approve Minutes – October 2018	Beth Kingsley	Annie Wong	Y
Approve Financials – October 2018	Jane Graham	Dipti Shrivastav	Y
Approve initial annual budget	Sandy Miller	Jill Martin	Y
Approve program grant for Isabel McPherson to attend MidWest Clinic	Beth Kingsley	Annie Wong	Y

The meeting was adjourned at 8:47 pm Jennifer Wisdom
Next meeting: Monday January 14, 2019 7pm in M103

Respectfully submitted by Jane Graham
Co-Recording Secretary