

# SMB:

## SARATOGA MUSIC BOOSTERS

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

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### Saratoga Music Boosters (SMB) Regular Meeting October 16, 2017 - Minutes

**Attendance: Total number of attendees present = 16 including the following:**

Executive Board:

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

Music Directors:

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

**Location:** Room M103, SHS Music Building

**Call to Order:** The meeting was called to order at 7:07 pm by Co-President Jennifer Wisdom

#### **Minutes**

- Presented by Jane Graham
- September minutes were circulated following the September board meeting
- Motion to approve Sept 2017 minutes made by Andrew Ford. Seconded by Dipti Shrivastav. Minutes approved.

#### **Mattress Fundraiser Proposal - Guest Sam St. Germain**

- Last year raised \$8000 at the inaugural fundraiser – 43 mattresses sold
- Sam would like to work with SMB again – dates available in the spring include April 21 and 28 – both Saturdays.
- April 28 is junior prom and also middle of musical – not a good date for SHS
- Would we want to combine with date of pancake breakfast? Do we have enough space for warm ups and mattresses?
- If SMB were to do this again, would try to promote more broadly through entire music program including SUSD programs; last year due to tight timing it was primarily promoted only through SHS
- Mr Jow indicated SUSD calendar looks clear for April 21st.
- City needs six months notice for requests to put up banners – if we can make a decision as quickly as possible that would be helpful to Sam's team
- Seems to be no downside – no cost and very minimal time on our part. They do all the marketing and sales. Could try again and see if this is sustainable as an annual or semi annual event. Other local high schools do host such sales annually

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- Voted to proceed with event, tentative date April 21st. Mr. Ford will check availability of SHS facilities

### *Finance*

- Presented by Naomi Wong
- Spreadsheets and reports for September 2017 distributed prior to the meeting.
- Cash flow, balance sheet, profit and loss were presented
- Cash flow sits at \$805,932 grand total. (Note SMB takes in most of its funds at the beginning of the academic year and distributes throughout the year.)
- Motion to approve financials as presented made by Dipti Shrivastava and seconded by Jane Graham. Motion approved.
- Motion to ratify checks from Comerica #13209 to #13246 made by Jane Graham and Dipti Shrivastav. Motion approved.
- Naomi needs amended budgets from directors prior to November meeting, with as final numbers as possible. We will be asked to approve final budgets at the November meeting. Mr. Ford noted they still have approximates on costs and enrollments for winter percussion and winter guard

### *Membership:*

- Presented by Beth Kingsley
- Membership is at \$61,580 plus matching of \$1,878. On target
- Donor list generated for first concert (choir – October 17<sup>th</sup>). Sample passed around. May need to update for November gala; for sure will need to update for Winter Pops Dec 13/14
- Charms – would like to note a very difficult program. SUSD Charms and SHS Charms do not talk to each other. An integrated program would be better. We pay Charms a total \$500 per year. Is this the best program for us? Makes tax letters difficult as well as pulling donor lists problematic
- SHS staff likes Charms as a database for families – some families prefer to give contact info to music program but not necessarily to the school. Mr. Ford noted they feel the Charms database is more accurate. Parent volunteers manually input data into Charms each year.
- Could we look into something else that would be a good database but also functional?

### *Cookie Dough*

- Presented by Jennifer Wisdom for Jill Martin
- Sales thus far are ahead compared to this point last year – at \$24,000 SUSD plus \$19,000 SHS - that is \$3,000 ahead of last year with some orders still to process
- Extended sale through Oct 20th - teachers have communicated this
- Distribution Nov 1<sup>st</sup> – volunteer sign up available on line

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### Directors' Reports

#### Andrew Ford

- Photos from beginning band, advanced "jazz in the plaz", Sky High event and Senior Night shared
- Cupertino competition cancelled due to air quality
- Orchestra had first concert with Lynbrook on Tuesday – had huge grand finale combining all students from both high schools. Excellent event
- Orchestra now preparing for November 21<sup>st</sup> grand opening and for Holiday Pops concert
- Choir concert Oct 17<sup>th</sup> – theme emphasizes "voices lost". SHS choir only as Redwood choir just getting off the ground for the year. Short concert as choir has spent a great deal of time rehearsing with marching band year to date

#### Jonathon Jow

- Beginning band and strings held orientations at Redwood in September – went very well. Programs both started last month; each has about 50 kids
- Santa Cruz band review on Sat Oct 21st – march at 9:50am
- Disney trip for band, choir and color guard approved – will go in February break
- Shared clip of orchestra from beginning orchestra orientation – this clip is on Mr. Jow's twitter feed which highlights a broad range of interesting music related articles

#### Jason Shiuan

- Advanced Jazz performed at lunch time in the quad - opportunity to perform and to showcase the program for other students
- First marching band competition was the first Saturday of October at Del Mar
- Making good progress; going to Fresno this weekend and BOA at San Jose State end of October
- Cupertino event last Saturday was cancelled due to air quality concerns and will not be rescheduled – we should get a refunds for food, buses but not fees

#### Grant Proposals

- Mr. Ford distributed combined SHS/SUSD grant request. (see final page)
- Funds for a SHS/beginning band and orchestra collaboration TBD. Want to try to forge a stronger connection between the beginning and high school students with this event. Estimate \$1,500. Aim for event to be some time early in new year. Details still under discussion
- SUSD request focuses largely on orchestra instruments to build the inventory for the expanded program. Marching program currently fairly well set; choir needs at this point already budgeted for. Mr Jow would prefer to save some funds back for spring request. SUSD provides \$1500 per year for instrument repair and feel current band instruments in good repair at this point in the year

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- SHS request focuses on several individual high cost instruments. Mr. Ford noted SHS has not had a harp – student from past four years has used her own instrument at SHS. Transporting a harp is a very delicate operation. And, now have 2 harp players and expect two more in future. Located a high quality used harp and negotiated an excellent price - \$14,000
- Additional concert tuba needed for expanded tuba section, and a bari saxophone. These instruments will last for many, many years.
- Current hand bells are four octave – asking for fifth octave set. This is also a large ticket item at \$10,180. Lowest priority for SHS of items on the list.
- \$18,700 SUSD + \$52,160 SHS + \$1,500 estimate for collaborative event = \$72,350 total request
- Sandy reminded everyone that SMB does not own instruments; we purchase and then donate to the respective district. Schools sometimes need to creatively fund their repair and maintenance
- Anticipate approximately \$160,000 to distribute for the year – did not distribute program grants last year due to uncertainty around program contribution levels. Current fall distribution aim is about 50% of that or \$80,000. Granted approx. \$9,000 at September 2017 meeting already, so this request is within anticipated grant budget
- Sandy emphasized that this grant request is SHS heavy. Directors realized this and were comfortable with the request as presented; did not feel Redwood was under representing its current needs - with the understanding another round of grants will be available for distribution in the spring, when the balance of requests may alter
- Motion to approve proposed program grants for \$72,350 made by Jane Graham and seconded by Naomi Wong. All in favor. Approved

***Presidents' Report***

- Presented by Sandy Miller
- Please volunteer for cookie dough distribution - link is online on the sale site
- Will be approving amended budgets for the year at November meeting – may run a bit long

***Upcoming Events:***

This Month:		
10/17	Tues	SHS Choir Concert
10/20-21	Fri-Sat	SHS Band Sierra Cup Fresno State
10/21	Sat	RMS Santa Cruz Band Review
10/27	Mon	SUSD No School
10/28	Sat	SHS BOA NorCal Regional SJSU

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Next month:		
11/1	Wed	Cookie Dough Distribution
11/2	Thurs	SHS MB Banquet
11/2	Thurs	9th Grade SF Open Rehearsal
11/3	Fri	SHS MB Football vs Los Gatos
11/21	Tues	SHS Music Building Grand Opening Concert
12/1	Fri	Chamber Choir caroling at Calvary Church
12/2	Sat	SHS/RMS Marching Band Los Gatos Holiday Parade
12/6	Wed	SHS Concerto Competition
12/12	Tues	SUSD Bands, Jazz and Color Guard Concert at SHS
12/13	Wed	SUSD Strings and Choir Concert at SUSD
12/15 & 12/16	Thu/Fri	SHS Winter Pops Concerts

### Summary of Motions

<i>Item</i>	<i>Moved by:</i>	<i>Seconded by:</i>	<i>All ok?</i>
Approve Minutes – Sept 2017	Andrew Ford	Dipti Shrivastav	Y
Approve Financials – Sept 2017	Jane Graham	Dipti Shrivastav	Y
Approve Checks – April transactions, ratify Comerica Checks #13209 to #13246	Dipti Shrivastav	Jane Graham	Y
Approve Grant Requests totaling \$72,350	Jane Graham	Naomi Wong	Y

The meeting was adjourned at 8:41 pm by Jennifer Wisdom

Next meeting: Monday, November 13, 7pm

Respectfully submitted by,  
Jane Graham  
Co-Recording Secretary

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### SMB Program Grant Requests Presented

Item	Brand	Cost per	Total Cost	Vendor
<b><i>Musical Item</i></b>	<b><i>The Brand</i></b>		<b><i>\$1,000,000</i></b>	<b><i>price quote or website (if no quote possible)</i></b>
Woodwind and brass mouthpieces & maintenance accessories	Miscellaneous	N/A	\$3,000	
Cello (4/4 size)	Klaus Mueller Etude Cello - 4/4	\$695	\$4,170	Southwest Strings (quote)
Bass (1/4 size)	Klaus Mueller Prelude Bass	\$1,095	\$2,190	Southwest Strings (quote)
Bass (1/2 size)	Klaus Mueller Prelude Bass	\$1,095	\$2,190	Southwest Strings (quote)
Viola (15")	Klaus Mueller Etude viola	\$315	\$945	Southwest Strings (quote)
Violin (4/4 size)	Klaus Mueller Etude Violin - 4/4	\$255	\$765	Southwest Strings (quote)
Viola (15.5")	Klaus Mueller Bucharest Viola	\$385	\$1,155	Southwest Strings (quote)
Sound System for Music Room	Yamaha	\$3,300	\$3,300	McCormick's (quote)
Speaker for 5th Grade Band	Bose	\$385	\$385	Amazon
KC-350 Keyboard Amp	Roland	\$600	\$600	Amazon
Beginning/SHS Rehearsal/Pre-Concert Collab Reception and/or transportation		\$1,500	\$1,500	
Color Guard / Winter Guard Props and Equipment	Various	Varies	\$6,000	Various
Opening Gala Commission Dedication, Guest Soloist Band/Orch			\$3,500	
Harp	Lyons & Healey		\$14,000	Certified Pre-Owned
Bass Guitar Amp	Aguilar: SL 410x	\$1,400	\$1,400	Sweetwater
Concert Tuba	Miraphone S186 4-Valve 4/4 BBb, Hard Case	\$9,600	\$9,600	WW/Brasswind
Baritone Saxophone	Yanigisawa w Case	\$7,500	\$7,500	WW/Brasswind
Fifth Octve Handbells: Set of 12	C3 to F#3 and G#7 to CB w 3 Cases		\$10,160	Malmark

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