

Saratoga Music Boosters (SMB)

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

Regular Meeting in-person, October 11th, 2022: **Minutes**

Attendance: total number of attendees = 15

Executive Board

Dave Holt President	Alicia de Fuentes Recording Secretary	Tim Tang Accounts Receivable/Treasurer	Vidya & Senthil Vineet Krishnamurthy CO-VPs of Donations	Cecile Cohen-Jonathan Parliamentarian
-------------------------------	---	--	---	--

Music Directors

Isabel McPherson RMS	Jon Jow RMS	Jason Shiuan SHS	Beth Nitzan RMS Choir/SHS	Michael Boitz SHS
-----------------------------------	-----------------------	----------------------------	-------------------------------------	-----------------------------

Booster Members

Ruchi Joshi Ramya Vasu Rashi Sanghi Arnita Proffitt

Dave Holt calls the meeting to order at 7:31 pm

September Meeting Minutes presented by Dave Holt

Dave Holt asks all present if there are any comments regarding the minutes. No comments are made then he asks for a motion to approve the September minutes as submitted.

Rashi Sanghi motions for the approval of the minutes, Ruchi Joshi seconds. Motion passes unanimously.

Publicity Discussion presented by Rashi Sanghi and Ruchi Joshi

Due to covid, general enthusiasm is low, so we are thinking of creating opportunities to bring people together as a pure mixer, with no volunteering required, to make meeting fun. With this in mind we held our first meeting at Rashi's house.

We started updating on social media and it appears to be working very well. We do appear to be generating enthusiasm.

This year we want to bring in Orchestra, Choir to the forefront and show that they too are integral to the SHS music department, currently our enthusiasm is very band oriented.

We need more pictures to create a well rounded SMB posting that includes Choir, Orchestra etc.

Separately, we want to highlight the SMB people as this will be helpful to fill future open positions.

We added SMB information in the PTSO (Parent Teacher and Student Organization) e-news and now we have persons leading each grade to reach out to all families and not only music families.

Michael Boitz: The postings are awesome. It is really nice to see the postings on social media. It is not easy to get pictures of the orchestra kids because we see the band kids more. Today the underclassmen were creating posters for their graduating seniors, I should have taken a picture of that.

Ramya Vasu: Maybe we can send messages to non musical families in the lines of 'come join us even if you are not a musical family' to allow more people to learn about what is happening in the music world even though their kids are not in the program.

Ruchi Joshi: We started posting what's coming up soon. If you feel you need a text or visual to push for your musical initiative/event, just reach out to Rashi or me and we will push it out.

Rashi Sanghi: We have already promoted senior night.

Ruchi Joshi: When we were in elementary we wanted to join music events but we didn't have enough information then, nor did we know events were open to all community members.

Rashi Sanghi: Another place to visit for updated information is the website.

Vidya Vineet: Upcoming events are up too now.

Dave Holt: If we were to think of promoting music programs for 4th grade and under. What would you choose? Senior night is basically seeing seniors walking down the football field.

Michael Boitz: Senior night is a one stop shop where you see all the music opportunities.

Rashi Sanghi: For the upcoming senior night there is a conflict with the fall festival held at RMS (Redwood Middle School).

Ruchi Joshi: For reaching out to 4th and lower grades it is a good idea to share the website as it is rich in information, Vidya keeps updating it so often.

Vidya Vineet: For those families who have a conflict with RMS' Fall Festival we should publish the program to allow people who wish to attend a bit of time to decide what they can plan to make it for and thus enjoy both events.

Dave Holt: You guys are amazing, I love your posts and I follow them.

Discuss/Approve Changing from Citibank to BofA presented by Tim Tang

I have been having issues with Citibank, apparently citibank uses cards, any kind of cards, credit, debit or atm cards, as their form of identification (ID.). You need a card to call them or have online access. I've been using Revathi's account for quick books, and now, some things need a two step verification and when this happens the verification check goes to Revathi as this is still Revathi's account.

Citibank has another way to have online access without a card. This requires a token card. Back in August I requested a token card. The password was to be sent separately and for the past month I have requested the password five times and to-date, I still don't have a password. It's getting frustrating.

I believe the SMB bylaws do not allow cards to be used by anyone and this makes it hard to work with Citibank as I had just explained.

On another note, we need a second bank to spread out our risk because we have a lot of money.

The good thing about BofA they scan all checks all the time, you have access to the images and you don't have to pay for it.

Vidya Vineet: I was hoping that scanning was still a BofA advantage. Comerica does direct deposit.

Tim Tang: Zelle is tied to an email account. Currently it is tied to the Citibank account. I'm not sure what will happen with Zelle with the move but I need to investigate this. However, we try to avoid Zelle as much as possible.

Ramya Vasu: What about the bank fee?

Tim Tang: There is a minimum deposit requirement of \$15 000 to avoid the fee but we clear that easily.

Vidya Vineet: Is there a fee for scanning?

Tim Tang: No charge.

Dave Holt: I motion the move from Citibank to BofA.

Ramya Vasu: Second

No further discussions on the matter were noted.
Motion passed unanimously.

2022-2023 Budget Discuss/Review & Reapprove presented by Tim Tang

There is about 40K of corporate matching that is not reflected in the budget I am presenting.

Only 26% of Band students have paid their donation.

Vidya Vineet: We have instalments and they will come in next week.

Jason Shiuan: I'm sure there are more pending to be processed because there were parents figuring out how to use corporate matching.

Dave Holt: Is something not posted yet or is something missing?

Senthil Krishnamurthy: I'm seeing 129K in total.

Jason Shiuan: That sounds accurate!

Dave Holt: What is going on with quick books then?

Vidya Vineet: 57K is in just checks alone. Senthil Krishnamurthy is taking up a lot more of this, he is doing the roster and sheets. We started this process a couple of weeks late, allow us one more month to work on the whole process.

Tim Tang: I found the error. I did a PayPal entry in the wrong direction.

Vidya Vineet: Good, so we are moving in the right direction.

Dave Holt: Please make sure that we are all in synchronisation by November. What does Revenu in suspense mean?

Tim Tang: That is my mistake, the one I took in reverse.

Dave Holt: Let's take the time to get this right and send out a correct budget.

Discuss & Approve Last Month's Disbursements presented by Tim Tang

Seeking the approval of cheque numbers 15249 through to and including 15284.

Dave Holt: Any motion to approve the transactions as presented?

Alicia de Fuentes motions to approve transactions as presented.

Ruchi Joshi seconds.

Motion passes unanimously

Donations YTD Status presented by Vidya Vineet & Senthil Krishnamurthy

Cookie Dough Update

Vidya Vineet: To date we have sold 96 boxes. These numbers appear low as the kids hold off from sending in orders until they can fill in 12 or more boxes in an order. By doing so, they will be rewarded with a free box of cookies. So we don't expect to see a jump in numbers until the very last moment possible, which is the end of October.

Dave Holt: I know district administrators want to purchase cookies so let's make sure we have kids selling to them.

Ramya Vasu: My daughter wants me to thank you Mr. Jow, for designing the spreadsheet that eases the sale process.

Jon Jow: Glad to hear that, I did it to make it easier for them.

External Audit presented by Dave Holt

I contacted Tang & Lee, LLP Certified Public Accountants, they are the ones we reached out to last fall. They gave us a new engagement letter. Their updated fee is \$9600 instead of \$7000 but I recommend we go with this because we had a lot of money entering SMB last year.

Vidya Vineet: SEF did a whole call for all audit processes, Christy White is the company the district uses. We called a bunch of people that were super high and we went with Christy White because they work with non-profits.

Ramya Vasu: In general 10K is the rate for non profits.

Vidya Vineet: Most people don't do the amount of research that we did for SEF for an auditor and they pay a lot more. Most don't even have an audit if they have less than \$2 million in the bank because there is not a legal requirement in that case.

Tim Tang motions to go ahead with an External Audit.

Ramya Vasu seconds

Ramya Vasu: How often are we doing this?

Dave Holt: Annually after you close the books and allow new volunteers to settle.

No further discussion was noted.

Motion passed unanimously.

Summer Music Tour Retrospective Update

Nothing to update from Alicia de Fuentes' end.

Vidya Vineet: We should consider sending out the survey. How do we go about that? Do I send it to Ms. Hasegawa?

Michael Boitz: We could send it out.

Directors' Reports

Jon Jow: Cookie Dough season has started! Thank you to our parent volunteers for their help and organization for this year's fundraiser. I drew up a sales spreadsheet to help kids manage their sales. Our district (SUSD) did not allow free cookie samples to be shared out to all kids to help with their sales motivation.

5th graders have completed instrument trials and will be getting their first instruments in the next couple of weeks! They let us know what their top two instrument choices are.

We are now in a routine for each class at Redwood and beginners are making excellent progress. We can't wait for their debut at our December concert.

The district office has been updating and adjusting wording on their literature regarding donations and support organizations such as SMB. This was not brought about by any complaints or concerns specifically to SMB, but spawned by a couple of instances involving other organizations/activities and changing insurance requirements/issues. This does not necessitate that SMB changes any of their wording or literature at this time, but we will share the updated language from the district for the board to look at.

District office will cover all costs to repair damaged rentals.

Redwood Choir has been invited to a couple of City events. They will perform at the Tree-Lighting Ceremony on November 25, and the Celebration of Light on December 10. Both start at 5:30pm and are located in Blaney Plaza.

We are continuing to look into possibilities of a field trip for the spring semester. COVID brings some new and notable challenges for an overnight trip as we are still very much living through the pandemic phase, but we intend on doing something memorable with our students regardless. Most importantly, we want to ensure that we keep our students healthy and safe, and are as inclusive of as many performers as possible. We will be sending out a survey/poll to see where the interests of having field trips lie.

Unfortunately, we have been unable to start up marching band and color guard due to a new school policy disallowing classes or activities before first period. This was not communicated until after the start of the school year and

makes scheduling/conflict avoidance impossible after school. Since the start of the school year and due to the inability to have color guard in the morning, we also lost our prospective color guard instructor, putting us back at square one. While we are allowed to hold these programs after school, color guard would also not have a good space to practice, nor would marching band have a clear and open space to march without distraction. So we will not be able to prepare in time for the Los Gatos holiday parade.

Vidya Vineet: We don't have a solution even for spring?

Jon Jow: If we are able to use the gym Color guard could start but the room assigned for Color Guard is the Flex room and that room does not offer us height clearance.

Ruchi Joshi: I find it very unfair.

Cecile Cohen-Jonathan: You are going to lose the flow of kids coming from both those programs headed to high school.

Ruchi Joshi: How is it that the regular parents don't get to know what is happening with these programs?

Dave Holt: The proposed solution by the district when I attended the superintendent advisory council was that these programs were to start within three weeks. So, now we should use the WhatsApp groups to inform the community of the current status and hopefully apply pressure to the district to have these start no later than one week. Otherwise, we will need to refund the parents because the programs were not offered.

Ruchi Joshi: I think we need to communicate this.

Jon Jow: I will be happy to write something up.

Dave Holt: I will be your reviewer.

Jon Jow: The sad thing is we have been working since the end of August to find instructors and to come up upon an unexpected road block once everything is in place is truly mind blowing.

Michael Boitz: What is the rationale? Fischer can only offer their marching band and color guard programs in the morning.

Jon Jow: I've been going through all the stages of grief, anger, etc.

Vidya Vineet: This is too late now, the decision came too late for the teachers to plan.

Isabel McPherson: It wasn't made clear to us that everything before school time was cancelled, now we know they meant before school programs too. We thought it was only A period that was off as it was part of the school curriculum for some students.

Michael Boitz: The problem is that people don't see the history and importance of these programs and that is the problem with new administrations. I worry about parent fatigue in advocacy.

Vidya Vineet: Mr Hamm said they will certainly have marching band but we can't open it up in the morning because other programs will request that too. So no solution. Can SMB call a meeting, superintendent and principal?

Ramya Vasu: We can show the number of contributions we already have.

Vidya Vineet: We advertised for these programs, handed out the information and children signed up.

Dave Holt: I have low faith it will happen any time soon?

Vidya Vineet: What is the cost of failing the community?

Michael Boitz: We lose a lot of faith.

Vidya Vineet: We sent out the forms, we signed up for the Los Gatos parade and so we miss out on the program and we cancel the parade?

Jon Jow: This is a labor of love for me and Isabel, we are not paid to have these programs.

Ramya Vasu: I want them to admit that it is not happening because of their rules, not because of the music directors.

Michael Boitz: Music directors are not failing the SMB community but the administrators are. You should not take that hit.

Jon Jow: That is correct, we have opened all opportunities to make it happen and they have not pronounced themselves.

Dave Holt: There is a long tradition of marching band at the school and it was also an award winning marching band. I will write a letter.

Cecile Cohen-Jonathan: When was color guard?

Jon Jow: Color guard was also in the morning to avoid after school conflicts.

Michael Boitz: We have made it viable.

Vidya Vineet: In the afternoon there is no space and other things are happening.

Jon Jow: Mr Clarke does percussion at RMS.

Isabel McPherson: We had the clinicians come in with all of our sections and it is cool to learn from them and talk with a peer. Having coaches come in today helped too because I could leave the 18 cellos with the instructor, freeing me up to concentrate on the others.

I haven't been to a San Francisco symphony recently and I have only been there twice. Maybe we could get tickets to Fantasia and offer that as a field trip. When I was a kid, I didn't know what a bass sounded like until I attended the symphony.

6th grade beginners recorded their lesson today and I have the recording here to share during this SMB board meeting.

Chamber at lunch is running smoothly.

I started bass club yesterday after school. I had 5 players come in, there were 3 new students and 2 experienced players. Chloe is playing a duet with her partner and is very excited. This too is another labor of love.

Beth Nitzan: We have a couple of Saratoga City kid events as already mentioned: Tree-lighting Ceremony November 25th and Celebration of Light on December 10th, both start at 5:30pm.

Rashi Sanghi: Anything that is open to the public we can advertise.

Jon Jow: They are in the SMB music calendar.

At SHS more vocal coaching is happening.

Tenor Choir occurs during lunch and it acts as an odd mix of kids including band kids.

Auditions for the honor choir have happened. The Coastal Region Honor Choir Concert will be Saturday November 19th in the Performing Arts of San Luis Obispo, West Valley College Invitational Choral Festival is on Friday, Oct. 21st from 9am till 4pm.

Vidya Vineet: Do we send the honor choir audition to RMS?

Beth Nitzan: No because I need to see the students more often, I'm hoping when choir enters the school day I will be able to encourage and work with them.

Vidya Vineet: I think it would be good to send the information out to middle school so they know what is out there.

Beth Nitzan: I need to make sure I have the support for my students and with the inconsistency in RMS, it is not there. One or 2 lessons a week is not enough for that.

Jason Shiuan: I took the jazz band to the Lincoln center at Stanford. We are deep in work with marching band and color guard. The marching band took second place and color guard took first place in the MBCG Competition: Cupertino TOB

Tim Tang: I was impressed with all of the improvements from Thursday to Saturday.

Ruchi Joshi: The contrast of color guard was perfect, because the color guard kids are dressed in green and the band kids are dressed in red.

Jason Shiuan: I would love to thank all the volunteers. Our next MBCG competition will be the NorCal Super Show on Nov 5th at the Hornet Stadium in Sacramento, CA.

Michael Boitz: We both felt like this year was the smoothest start for the first time in our memory for marching band and color guard. The kids learning to cooperate and work together is essential.

We had clinicians join us too and they were impressed that our kids were taping the field for their rehearsals. All this enthusiasm starts with Jon Jow and Isabel McPherson teaching in RMS. I couldn't do what they do because those kids are hard and they have different heights etc.

It is a fun time of year, all the music department is going to perform this Friday during the SHS Music Department Fall Showcase Concert and Senior Night. Come join us if you can. Then we bring the whole group to Benny Pierce to send off the seniors.

Tim Tang: The student leadership of the team is phenomenal. Last year they took 2 hrs to load the truck and this year they took less than 1hr.

Other Business

Vidya Vineet: When do we want to send out the Europe Tour survey?

Michael Boitz: We can send it out.

Rashi Sanghi: Just fix the typos.

Vidya Vineet: I fixed them.

Michael Boitz : I can send it out.

Vidya Vineet: Shall we give all interested parties two weeks to fill the survey because anything over that is too long? If they don't do it in two weeks they won't do it.

Dave Holt: Any other business?

There is no other business recorded.

Meeting Adjourned at 9:07pm

Summary of Motions

Approval of September Minutes

Rashi Sanghi moves, Ruchi Joshi seconds: motion carries.

Discuss/Approve Changing from Citibank to BofA

Dave Holt moves, Ramya Vasu seconds: motion carries.

Discuss & Approve Last Month's Disbursements

Alicia de Fuentes moves, Ruchi Joshi seconds: motion carries.

External Audit

Tim Tang moves, Ramya Vasu seconds: motion carries.

Submitted by,

Alicia de Fuentes
Recording Secretary