

SMB:

SARATOGA MUSIC BOOSTERS

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

Regular Meeting in-person on September 12, 2023: 1 Hour 37 Minutes
Attendance: total number of attendees = 22

Executive Board

Name	Role
Alicia de Fuentes	President / Pancake Breakfast co-chair
Mrudula Prashant	Co-VP Donations / Pancake Breakfast co-chair
Tista Kapoor	Co-VP Donations
Nisha Hebbalae	Co-Recording Secretary
Revathi Koteeswaran	Treasurer
Tim Tang	Treasurer (2022/23)
Ramya Vasu	Parliamentarian / SUSD & RMS Program Donations Chair

Music Directors

Name	School
Isabel McPherson	RMS
Jon Jow	RMS
Beth Nitzan	SHS
Michael Boitz	SHS
Sean Clark	SHS

Booster Members

Name	Role
Richard Aochi	Controller (Financial)
Thea Widmer	Parent Webmaster (Communications)
Dongni Chen	SHS Percussion liaison
Rashi Sanghi	Publicity (Communications)
Sameer Vaidya	SHS Band/Percussion liaison
Suzie Kim	RMS Music Programs/RMS Orchestra Liaison
Josh Rupert	RMS Choir liaison
Vrinda Gopal	SHS Percussion liaison
Chitra Nandula	SHS Band liaison
Lily Chow	Cookie Dough co-chair

Alicia calls the meeting to order at 7:00 pm. The meeting starts with corrections to the SMB board meeting dates.

Correction to SMB 2023-2024 Board Meeting Dates

Alicia: I am a newbie president who makes mistakes, and thanks to Tim, who has taught me that the financial reports are not complete until the first week of the month. So, for this board meeting to present meaningful reports, we need to move all SMB board meetings scheduled for the first week of the month to the second as suggested by the dates herein.

Tim: Wait at least 7 days into the next month.

Alicia: Yes, and therefore the financial reports will not be available at the initially proposed meeting dates. Hence, we need to move the dates out a week. I apologize to everyone who made plans around the original dates such as babysitter etc.

Please correct these dates in your calendars:

10/03/23 ⇒ 10/10/23

02/06/24 ⇒ 02/13/24

04/02/24 ⇒ 04/16/24

06/04/24 ⇒ 06/11/24

August Meeting Minutes Approval (presented by Alicia)

Alicia: I emailed everyone the August meeting minutes. Hopefully everyone got a chance to review them. The August meeting minutes are beautiful. The recording secretary team puts their own spin on it by adding emojis. Does anyone have comments on the August minutes? Do we all agree on the content? Do we have a motion to approve?

Rashi makes the motion to approve the minutes, seconded by **Vrinda**. May the record show the motion passed unanimously.

EOY Financial Operations for (presented by Tim Tang)

Tim:

- **Balance Sheet:** Let's start with the Balance Sheet. This is the EOY Balance Sheet. This shows we have a little over \$700,000 in the bank. Equity plus liability should be balanced with the Assets in the balance sheet.
- **Budget vs. Actual P&L Report:** Our budget at the end of last year (2022/23).
 - **Incomes:** Everything looks good. Winter Guard, Winter Perc and Orchestra are a little under. We like to get 90% or above. As always there was an issue getting sufficient donations at RMS.
 - **Expenses:** We are a little over our estimates, but not by much. Orchestra is 15% over budget. SHS band is 3% over. SHS Choir is 15% over. I moved the funds for the Europe trips to the last fiscal year. I will explain later how we account for expenses for a music trip and why it is so large, as we see right now. RMS is currently under budget, so it's good.
- **Transaction List Report:** We went over the transactions at the last SMB meeting in August.
- **Cashflow:** Regarding the music trips, after last year's SMB audit, the auditor told us that we cannot recognize the income, or the expense related to the trip until the trip occurs. This is because we use what is known as "accrual accounting", not cash basis. This means, on

international trips and any trip for which we start collecting revenue in the previous fiscal year (like the Midwest Clinic or the Seattle trip), the funds need to go to Deferred Revenue or Prepaid Expense, which are considered as Current Liabilities and Current Assets. It will not show up in the Budget vs Actual P&L report. Why? Because we cannot recognize it until the trip is done. We have created a customized Cashflow report for SMB. This is not an industry standard report. Because the Deferred Revenue and Prepaid Expenses show up on Balance Sheet, I extracted that info from the Balance Sheet and combined it with Budget vs Actual P&L to put it in our Cashflow report. If there was a budget, now we can see how our Actual is doing vs Budget. This is another view of Budget vs Actual. This is a new thing for us to deal with, all the trips need to be deferred.

Alicia: Will you break this up by trip (such as Midwest Clinic, etc.) for this fiscal year?

Tim: Each type of trip: Band, Orchestra, Choir has its own account. For the Europe Trip, I had to redo the statements for the last 2 fiscal years, based on the recommendation from the audit. That meant putting all the Europe Trip's FY 21-22 expenses and revenues into prepaid expenses and deferred revenue on June 30, when the year ends. Then on July 1, putting them right back into regular expenses and revenues. Therefore, there is a huge number (over a million dollars) for expenses that we recognized last year because that's when the trip occurred.

Are there any questions regarding year end financials?

Alicia: Is there a motion to approve the EOY financials?

Thea makes the motion to approve the EOY financials, seconded by **Richard**. May the record show the motion passed unanimously.

August 2023 Financial Operations for (presented by Tim Tang).

Balance sheet:

Tim: You will see new account numbers for prepaid expenses. All trips account numbers are in the 7000 series before the trip happens. Once the trip is completed, the expenses account numbers are in the 5000 series. 6000 series are accounts that hold deferred revenue on balance sheet. With the Midwest Clinic, we have been receiving all these checks, still why is the income not showing up in the Budget vs Actuals? Because the numbers are in the balance sheet.

Alicia: Do we not need a budget for the music trips?

Tim: Good question. Normally we do, but we do not have a budget for the Midwest trip yet.

Michael: We always have a budget for trips. We start with what we think it will cost. We typically budget a little bit over, just in case.

Tim: We have not received a budget for one of the trips this year, either Midwest Clinic or the Choir trip.

Beth: I have not given you anything yet, but I can give a budget to you.

Alicia: Are the Choir trip income and Orchestra trip income coming from checks received outside of the new fiscal year?

Tim: Includes this fiscal year, because the trip has not happened yet.

Alicia: If we were to look at the July balance sheet?

Tim: Yes, you will see those numbers.

Alicia: They have not incremented; they are the same?

Tim: They may have incremented, because we still have funds coming in.

Alicia: And it will go into that account?

Tim: Yes

Michael: We always need a budget for the tour. We may have blocked off some funding. For example, flight cost may not have come in yet, so we estimate the cost of those.

Tim: I do not have a budget for the Midwest Clinic.

Josh: Is the only source of revenue the checks coming in or does the school district also provide a source of revenue?

Tim: No. For SMB, we do not get any revenue from the schools. Any funding from the school district goes directly to the music department. SMB's revenue is only from donations (since we are a non-profit) mainly from parents. The channels through which we get the funds are checks, corporate matching (when parents donate and the company matches), and through our website via PayPal. And, from our fundraising events, like Pancake Breakfast.

Josh: And through PayPal can we see how many parents are participating?

Tim: As a non-profit organization, we need to track who donated how much. This is our responsibility.

Josh: Is this for IRS purposes?

Tim: Yes. So, continuing, once the trip occurs, you will see it in the Budget vs Actuals P&L. For trips made by Winter Percussion and Winter Guard, typically we don't start collecting the donations across fiscal years. You do not know the amount until November or October at the earliest, which is within the fiscal year.

Sean: Sometimes we get some checks at the end of the year, like December.

Tim: That still falls within fiscal year. So, for Winter Percussion and Winter Guard, this is not as critical, so we are not too worried about that. It is something the IRS cares about. For programs that we collect funds for across the fiscal year, we must track them.

Josh: Another question for the directors. For these trips that the kids take, do we get supplemental funding from the district or is solely from the booster?

Michael: There is no funding from the district for travel.

Tim: Any questions on Balance sheet?

Budget vs Actuals:

Tim: Starting the year, we are doing well. Band has had a very good start. We are still getting checks and incoming funds are being processed. Some funds have not been allocated yet. When you see a "4999 revenue in suspense", it means we have income that came in, but has not been allocated yet. This is because we don't know which program it belongs to. I needed to get the report out, and so I just put it in that bucket. Next month, when the funds are processed and they let me know where the fund goes, I will allocate it. We have \$41000 and I don't know what category it belongs in. "4340" is people donation funds for general purpose. That is a lot already, \$53000.

Alicia: I attribute it to all the events our music directors have made possible, and the community put together. The more the merrier. The community is grateful in return.

Tim: These reports are provided to you 48 hours (about 2 days) before the meeting, for you to look at. Any questions?

Cashflow:

Tim: You will see the trip numbers here. I extracted them from the balance sheet and put them in here. This is another way of looking at it, instead of Budget vs Actuals. Any questions?

Transaction list:

Tim: First check is numbered 1311 (we make sure there are no breaks) and last check is 1335. Any questions? Ok, that's the financial report.

Alicia: Does anyone want to move to accept the financial report and transactions from 1311 to 1335?

Vrinda makes the motion to accept the financial report and transactions 1311 to 1335, motion seconded by **Richard**. May the record show the motion passed unanimously.

Discussion on using an External Auditor for current fiscal year (2023-24):

Alicia: We left the discussion on the external auditor open to our outgoing and incoming treasurers. Since we discussed this the last meeting and documented it, we would like Tim to share his thoughts.

Tim: It is always good to get audited considering we have so much money in our bank. From a treasurer perspective (being biased), I don't like it.

Revathi: When was the last time we had an audit?

Tim: Last year. We had over 2 million USD in the bank last year.

Alicia: For non-profits, if the revenue exceeds 2 million USD, you must perform an audit. Since we are going to be under that amount this year, it is not mandatory. The question is: are there any benefits to having an audit?

Revathi: We used to have a volunteer auditor, right?

Tim: The volunteer auditing is inconsistent; the quality of the audit is inconsistent. Some of the auditors are rigid, others are looser, so it is quite inconsistent. Last year we went with an external auditor. It was good since it flagged the trip issue discussed above, which we did not realize had to be accounted for differently. Our outgoing president Dave recommended an annual audit. It is a lot of work for the treasurer.

Alicia: Does an audit give financial guarantees from our book-keeping side of things? Does the audit protect us in a way?

Tim: It is not a 100% guarantee. The auditor only does a spot check and cannot audit every entry.

Alicia: Rev, as incoming treasurer what are your thoughts?

Revathi: Given the amount of money I would be comfortable having an audit. How much does it cost?

Alicia: It costs \$10k, we must do it every other year at a minimum per our bylaws. We are a new team again and we will make mistakes.

Tim: You just started. Give it another year and then audit.

Revathi: Do we have to make a decision now?

Tim: The reason it is time constrained is that we need to do a tax filing by the end of this month, right?

Richard: We need to send the documentation to the accounting firm by the first week of October.

Tim: Because we need to file our return. If we do an audit, we cannot file a return, instead we will file an extension. We need to know very quickly if we will have an audit. Then we need to tell our accountant whether to apply for an extension. That is the only reason for the time crunch.

Richard: We need to let them know that the audit is going to take place and give them the results of the audit, as part of the documentation.

Revathi: Given the cost of an audit, I would say let's skip this year, since we had one last year.

Alicia: And if we skip this year, are we ready to present the documentation to the accountants?

Richard: We are in good shape with documentation. There is some info we need to get but we are on track.

Tim: Ok, then skip a year.

Revathi: Shop around for a less expensive firm.

Alicia: So, the consensus from the people who are in the know is that we are in pretty good shape to skip audit one year. I am conservative from a financial perspective. I do like an oversight. That would be my input. We will call a motion to go ahead with the audit or not. Motion to not approve an external audit is the consensus. My position is that I would like to go ahead with it this year.

Who wants to go ahead with the audit this year?

May the record show that 2 members voted for the audit this year.

Can we vote on who would like to leave the audit for next year? May the record show that all members present, minus two, voted in favour of leaving the audit for next year.

Alicia: Donation team, Richard requires the addresses of donors, right? Is it a quick turnaround for you guys to do?

Donation team agreed.

Alicia: I am working on the report for you Richard. I have the latest numbers.

Confirming returning Treasurer Revathi Koteeswaran:

Alicia: SMB! We have closed a big hole! The treasurer! We are so grateful to have Rev comeback as the SMB treasurer one more time. Welcome Revathi!

Revathi: When Mrudula approached me, my first question was: "Who are the directors and who is on staff?". When I heard the names, it was a no-brainer for me. These folks are amazing!

Alicia: I know you already started working this weekend with Tim.

Revathi: Tim has done a wonderful job; he has improved so many processes. Made it cleaner and better.

Tim: This is the quickest handover!

Alicia: Got to say! Tim always has the exact and correct information all the time., His work is beautiful. He does a great job. He is very clean and thorough. I am so grateful I got to work with you and learn from you. We will miss you, Tim.

Directors' wish lists:

Alicia: Lets go over the directors' wish lists starting with Mr Jow.

Description	Qty	Price	Amount
Yamaha YOB-441MT oboe	1	3,650.00	3,650.00
Yamaha YHN-567D French Horn	3	3,150.00	9,450.00
Yamaha YSL-200AD student trombone	6	650.00	3,900.00
Yamaha YEP-201 Euphonium	4	1,850.00	7,400.00
Yamaha YBB-201 Tuba	2	3,550.00	7,100.00
Yamaha YBB-201 Tuba, used	1	2,500.00	2,500.00

Jon: We have more kids in band than we expected. This past week we maxed out our inventory of instruments at RMS. With the beginning band, all our tubas and French horns are already assigned, and we need more. I went to the music store with my mom and got some rentals. But we would prefer to purchase them, so they transition with the kids. We do not want to rent for longer than we must.

Alicia: I see a used tuba in the wish list.

Jon: I called the music store and they said they had the model of the tuba we were looking for on consignment. Someone was looking to sell it. I took a look and saw that it was in good shape and a great deal. The person selling it just lowered the price. We can buy it, if the funding is approved.

Alicia: Next let's look at Ms McPherson's wish list.

Wishlist:

Item 1: 35 more violins or violas - will have final numbers on sizes needed tomorrow

As of June 2023, violin outfit was \$237.05 and viola outfit was \$246.35

Price: $\$250 \times 35 = \mathbf{\$8,750}$ (Assuming \$250 to be safe)

Item 2: Sponge shoulder rests, new instruments don't come with one and we need extra to replace lost/flattened ones

Price: $\$4.28 \times 50 = \mathbf{\$214}$

Total Ask: \$8,964

Isabel: A week and half ago, we got preferences from 5th grade students regarding the instrument they wish to play. Since we have more 5th graders this year than last year, I had to put almost half students on a wait list. I did that at Foothill Elementary. It did not go over well with the parents or the students. It is exciting to me that every student has an option to learn band or Orchestra instrument, so now we have 100% of kids. But we need more instruments. Every 5th grader will be using the instrument that we have purchased, and we have 120 of them at Orchestra. Therefore, we need more violins and violas. We could have had enough if the students shared the instruments, but for hygiene reasons, it is better for each kid to have their own. Kids want to take it home to practice. Based on the number 5th graders, we need 35 more violins and violas. After tomorrow, we will know sizes. Last time, I bought a couple of instruments, the prices on the wish list are from those. I rounded up the price a bit. We also need new shoulder rests, kids are small enough, so we need a sponge shoulder rest. We have lost a few shoulder rests and damaged a few, so added extra 15 shoulder rests to the wish list.

Alicia: Does that mean all elementary school sites will have their own storage space for instruments or do students take them back home? Where are they stored?

Isabel: There is a storage space. For students that choose general music, there is an option to take music instrument home or store it in school.

Alicia: Is it the same with band?

Jon: Yes

Tim: Mr Jow, is this wish list in addition to what you asked last?

Jon: Yes, and we are still waiting for those.

Tista: Is renting an option for 5th grade students who do not continue with music later?

Isabel: It makes sense to buy the instruments, since we will always have shortages. Rental prices are more than purchasing cost for string instruments. Cost is low currently, but for how long it will last, who knows. We bought a few instruments in 2021, and they are still in good condition.

Jon: Band side smaller instruments are rented. If family or student says that they don't want to buy an instrument, then we ask them if they want to play an instrument that we are in need of. If the student discontinues playing it, we can give them another.

Alicia: Any other questions for the music directors regarding the wish lists?

Michael: Our wish list is almost ready. We went from thinking, we need 5 cellos, to actually 6 cellos. Takako and I disagree whether we have 42 or 44 cello players. The issue we have is that there are multiple classes happening at the same time. The only way to work with our schedule is that 2 Orchestras have to happen at the same time. We have to split the cellos. Now we do not have enough. We have a similar issue with the violas (need 4 of them). We need new base bows. For the Midwest Clinic, the commissions, guest artists, conductors, etc is for our entire Orchestra department. Some of that evolved since our wish list from last spring, so we are including that as well. It might look like we are tailoring towards a smaller group of students. But the reality is that, when you travel with a large group, like the 400 in 2022, you are spreading the cost of incidentals such as renting a piano across the group. When you travel with a smaller group, like the Midwest

Clinic, it becomes more expensive. The cost of flights became more expensive, so we are asking SMB to cover the percussion, base and room rentals for rehearsal and cases.

Tim: Last year you submitted the Midwest Clinic asks as part of the wish list. Is what you are requesting now in addition to that?

Michael: The reason it is taking me a little longer is because I am trying to make sure that anything tied to last spring ask is tied to that, and anything we are asking for in addition is in fact an addition and we are not going over. Any time we put in an estimate for an instrument, say cost estimate is \$2800, we round it up to \$3000. We always try to include taxes and fees.

Tim: You will submit another ask when you have the information?

Michael: We have every single detail written down including every guest part. I can show you the website. We have famous people coming here to meet the kids at SHS and will perform with us in Chicago. Orchestra dept has 3 commissions. I am educator and not an accountant. I am nervous about making an error with finances and budget. Good we have Tim and Rev to take a look. I always want many people looking at it.

Tim: Is Takako also tracking the wish list expense?

Michael: No, it is us, the directors, Jason and me. BTW, Jason is at the County Base Directors' Association meeting today. Traditionally for SHS with wish list we go for a funding mechanism that is separate from SMB by approaching specific donors. It has worked before. We anticipate doing that always. Jon has called me multiple times concerned about instruments he needs. I told him, trust me when I say that this board will want instruments for kids and will support you.

Alicia: Let us have a motion to approve Jon and Isabel's wish list.

Rashi makes the motion to accept the wish list, seconded by **Thea** and **Suzie**.

Josh: Question: how is this going to get funded? What revenue plan?

Tim: It is funded from the General Fund. At the end of the fiscal year, we have what is called unallocated funds, which are donations that are not allocated to any specific program, those go into the general fund.

Josh: Can you just remind us of what that number was?

Tim: At the end of last fiscal year, it was \$367000.

Josh: And the wish list budget was about \$45000, if I remember correctly.

Tim: Last year they put in a request for a wish list. Between RMS and SHS, they submitted a request for a budget of \$164000 already. What they are requesting is in addition to that. So, it is about \$200,000. Rev, we may need to setup something in Budget vs Actuals P&L to show the board how this money is spent so we can track whether we are within the budget. Right now, I don't see a mechanism to track it.

Revathi: I thought we added an item in the budget. Once it was approved, we added it into the budget.

Tim: Yes, I remember there is one.

Revathi: It will also show up in the Budget vs Actuals P&L.

Alicia: Thank you for raising the question. All in favour? May the record show the motion passed unanimously.

Cookie dough update (presented by Lily):

Alicia: Lily is in charge of the cookie dough fundraiser; she is one of co-leads.

Lily: This week, we are wrapping up everything. The web store has been updated with products we will offer. Thank you, Mr. Jow, for the template. We will update the ordering sheet and the tally sheet and get it to the directors by Friday, and so it is ready to go on Monday. We are aiming to kick-off

the sales on Monday. The fundraising closes on Sunday October 30. However, we have some time after that, in case the sales are not going as well as we want them to. We could go another week.

Alicia: What is the lead time for delivery?

Lily: They want the orders in by Nov 3. We do the distribution on Monday Nov 13. The day is confirmed with the directors and EB fundraiser. We are on their calendar.

Rashi: Do we have website?

Lily: Oliver is working on something with Mr Shiuan, he was going to present something today, but I think they are not quite ready to present it yet.

Alicia: He is welcome to present whenever he is ready. Cookie dough is ready to go then. Thank you, Lily and Mr. Jow.

Amendment to Bylaws (Presented by Ramya Vasu):

[SMB 2023-25 Bylaws](#)

Alicia: Ramya was tasked to make an amendment to the bylaws where we can resolve the issue where we don't have 2 signers for the check. I want everything documented and approved by everyone, or the executive board at a minimum, if this should happen. I don't want checks with 1 signature. It protects the organization. Ramya took the lead on this as our parliamentarian.

Ramya: Here is how it sounds. If you have comments or changes, I will be happy to make the edit. It will only get signed after the board approves. Here it goes:

In the case of special circumstances where two authorized signers are not physically available to sign, a check can be issued with a single authorized signer's signature ONLY with the approval of the board. Approval of the board in these circumstances should be 50% of the executive board over an e-vote.

Vrinda: We need to change "should" to "must".

Revathi: Make it "at least 50% of the executive board". The e-vote is an option, isn't it, if the physical vote is not possible?

Alicia: This is an example of what happened this summer., with signing the checks. We can add "*if the board is unable to physically convene and in person voting is not possible*". Let's change *should* to *must*. Let's say "*at least 50% of the board*". Ramya will incorporate these edits The e-vote is explained in the bylaws, there is a process for e-voting. We will present the new edits and shoot to have it approved at the next meeting.

Sameer: Is there no option for an e-signature for checks?

Tim: No, not for checks.

Superintendent Advisory Council meeting report (presented by Alicia):

Alicia: SUSD enrollment continues to decline. In this meeting they reiterated to all fundraising organizations to keep in mind families that require financial aid. Access to programs must not depend on individual contributions. Is it possible for at least 1 parent liaison to attend the PTA general meeting and share what fun events are happening at SMB?

Ramya: Not just liaisons. Any SMB member can attend. We can have anyone attend the PTA meeting.

Alicia: If someone could go, that would be awesome.

The general theme of the PTA presidents is inclusivity, and encouraging more families to volunteer, which can be achieved through education, explaining what they do, where the funds raised go and why volunteering is important. That is my report. Any questions?

Music Directors' Reports:

Isabel McPherson:

- Exciting news about 5th grade shared earlier.
- Most kids were able to get their schedule changed, bringing Orchestra numbers back up to 170 (last year was 172 but that's ok, kids ended up elsewhere in music)
- All classes at Redwood are playing, all coaches have now come in.
- Advanced and Chamber playing at lunchtime to prepare for Halloween.
- Orchestra will be featured on GNN as a class spotlight.

"Exciting news about 5th grade" refers to all 5th graders being able to try band and Orchestra without anyone being on a waitlist.

Alicia: The roster that you sent out to us, does that include the final numbers, with the uptick?

Isabel: Yes, I am up to 170 even. We have 213 5th graders now, let's see how that picks up.

Alicia: I did invite Jemal to the meeting.

Jon: If Mr Ramirez is unable to come the next time, we can have him send a written report.

Jon Jow:

Thank you for your support with instrument purchase.

Our Color Guard instructor has been confirmed and we are now waiting for clearance from the district to get them started. We'll keep everyone posted on a specific start date once we get the green light! Marching Band should be starting soon. Rashi, I will reach out to you since we have volunteers who have no idea how to do the uniform fitting.

Sean Clark:

Marching Band is going well. They are about halfway through their production. For Home Coming they will perform about a four-and-half minute presentation. Group rehearsal is going well.

Alicia: You got 2 new students at the very last minute; did they get fitted for uniforms?

Sean: I believe so. Mr. Shiuan is a wizard, and our volunteers are amazing, so it happens seamlessly. Mr. Shiuan is great at balancing, this morning 2 new people got added late and they are already going to the show. Battery instruments came in. On Friday, we are going to put some of them together.

Alicia: Do you do that with the students?

Sean: Yes, cannot do it by myself.

Sameer: Mr Clark, I am getting a little stressed about the Winter Percussion trip logistics? How soon do we need to start?

Sean: I have already started. Registration for [The WGI World Championships](#) starts at the end of this week. Flights will be released soon. Have to call the airlines and negotiate the pricing. We can chat about it. I can put a document together. I got the hotels in place.

Tim: Where are you folks going?

Sean: Dayton Ohio. WGI is huge for Dayton, Ohio, with performers from all over the world.

Vrinda: I signed up as a percussion liaison. Please let me know how I can help.

Sean: Sure.

Beth Nitzan:

Choir finally found an SMB parent liaison; Anu Kangabam. We are getting more involvement from incoming students. We started vocal coaching. One coach came last week, another this week. They are doing great work with the students. We already had students signed up to audition for All-State.

We have 8 or so students. Our annual retreat this Friday and Saturday at Saratoga Springs with Orchestra. Next Friday at the Home Coming game, our Chamber Choir will sing the national anthem. Last week, we had a lunch time rehearsal of the Falcon Tenor/Bass choir. We had pizza for everyone. We are inviting our staff this year to participate in it. 4 staff members joined us last week. We are hopeful more will come this week. We will incorporate that into our ensemble. Most of the staff members who participated are folks who sang in college. There are a couple of them who are interested and have never sung before.

Alicia: Like me at the Informance.

Alicia: What do the kids do when teachers come and sing?

Beth: We have had this once so far this year. The students are very excited to invite their teachers. Maybe they can pressure their teachers to join us. Fun for them to be at same level as teachers.

Alicia: This is a great way to bring people together.

Michael Boitz:

We had a great start to the year. More kids showed up to join our music programs. We have a record number of kids in Orchestra and band. Percussion is a welcoming place for everyone, including those who play piano. Sean and Chavi are great. Our building is abuzz with activity.

These are also angst filled day for our seniors, with Early Decision deadlines looming. I have been getting reminders from seniors to fill out their green sheet. It has been great: welcoming new kids into the program, seeing their confidence grow through the years, and speaking on their behalf for college applications. Application process is more anxiety-ridden for adults than their kids. I remind the kids that all unhappiness is caused by comparison.

Orchestra has a retreat this weekend with Choir. Marching Band and Color Guard have this built in with band camp. But it takes longer for Orchestra and Choir kids to build the camaraderie.

My partial leave of absence this year did not happen. I am helping with Orchestra classes at LG. The district told their Orchestra director that he cannot come back due to a credentials issue. I am tag-teaming with the other director there. Fun to see what they are working on. We had a meeting with booster parents. They have several issues including having no band director for 3-4 years. Their Choir program is rock solid. LG reminds me of how we used to be some time back. I appreciate and love this school more and more.

I propose an idea to parents: My goal is to create avenues to bring faculty in to see kids in a different light and have them feel included. On Oct 21, when we have the fall showcase, we will have dinner for staff, such as custodial etc and their family.

Alicia: Good idea. I support this. We can have people see what we have here in the music program and feel included.

Michael: It is humbling to work with everyone here. Does not happen everywhere.

Revathi: That is why I came back.

Alicia: Mr Boitz, the little lessons you teach are the building blocks: My child said that you said that 'we need to make freshmen feel welcome'. So, she decided to buy Hi Chews to share with two freshmen. She was so happy with the giving activity that I am certain she actually got more, in return from the act of giving.

Spirit Wear Update (Presented by Sameer):

Sameer: Since our last conversation, Erin Delacroix has stepped in and helped us with the design. It took us a month to tweak the design. I showed the board our first version at the last meeting. Previously we had custom tees for each music program. This time, we created a universal design for all of music, for parents, family members and friends. Came up with this musical falcon in front and Saratoga music family in the back. We have tees, sweatshirts and jackets for men and women.

I would have liked to have a single order for all programs. But in the past, Color Guard kids have had a hard time finding Guard parents during band competitions and events. Erin was passionate about it, so we decided to have a Guard specific design. The Guard falcon logo has Guard instruments (rifle and saber) in the graphic. We also have rain jackets for both music and Guard. It says Saratoga Music Family in the front and has the falcon logo in the back. The design is locked and loaded. Mr Boitz, there is email in your inbox that you can copy and send out to the parents. This is not an SMB fundraiser, so we are offering the merchandise at cost. Parents can order and pay for them on the Custom Ink website. We would like the orders to go out in a week's time, so there is a week to receive the orders and distribute them.

Thea: Why is this not an SMB fundraiser?

Sameer: We have discussed this in the past. Our outgoing president Dave was not in favour of making this a fundraiser.

Tim: If we make this a fundraiser, we place the order and we get stuck with unsold inventory. Going to Custom Ink means, there is no inventory for us to maintain.

Sameer: Custom Ink now has a modified process for fundraisers. Parents pay on their own and the excess flows into SMB. We can do it next year.

Alicia: Any questions?

Mrudula: Can we get something for pancake breakfast?

Sameer: Sure, let's do this next. Let's get Erin to design one for us.

Meeting adjourned at 08:37 pm

ADDENDUM

E-Vote to approve the [Budget](#) for Winter Percussion trip to WGI world championships:

The budget needed to be approved before the regular SMB board meeting in order to meet the deadline to make a deposit for the flight reservations.

Nisha sent out the call for votes on the budget proposal to all the SMB board members on September 19.

As per the [bylaws](#), for the e-vote to pass:

1. A board member must second the motion.
2. The motion must receive a majority of YES votes from the ballots cast.
3. At least 3 members of the SMB executive board must vote in favor of the motion.

Alicia made the motion to approve the budget. **Thea** seconded the motion.

The votes were tallied and reported to the board on September 21.

The following SMB board members cast their votes:

Alicia De Fuentes (E), Thea Widmer, Mrudula Prashant (E), Vrinda Gopal, Dongri Chen, Richard Aochi, Rashi Sanghi, Josh Rupert, Nisha Hebbalae (E), Ramya Vasu (E), Nina Fu, Suzie Kim, Helen Tarn, Sameer Vaidya.

**(E) indicates a member of the SMB executive board.*

Total number of votes cast: **14**

Number of SMB Executive Board members to vote in favour of approving the budget: **4**

Final tally of votes: (**YES: 14, NO: 0**)

The budget was unanimously approved by the SMB board by a vote of 14-0.

Summary of Motions:

Approval of August Minutes	Rashi moves, Vrinda seconds, motion carries.
Approval of EOY Financials	Thea moves, Richard seconds, motion carries.
Approval of August Financials & Transactions 1311-1335	Vrinda moves, Richard seconds, motion carries.
Securing an external auditor for current fiscal year (2023-24)	2 in favour, 20 against, motion did not pass.
Approval of directors' wish lists	Rashi moves, Thea/Suzie second, motion carries.
Approval of WP WGI trip budget by e-vote	Alicia moves, Thea seconds, motion carries.

Bharti Ramaswamy/ Nisha Hebbalae
Co-Recording Secretaries