5/7/19 STMAA Board Meeting

5/7/19 7:00 PM

Attendees:

Board Members:
- [x] Bevlee Doran
- [x] Wendy Valdez
- [x] Tracy Hemmeter
- [x] Fahmida Rahman
- [x] Renetta Henault
- [ ] Angelika Pietrczak - Absent
- [x] Victoria Blackmon
- [x] Roy Murphy
- [x] Ria Bradbury
- [ ] Jose Valdez
- [ ] Nadine Bird
- [x] Meg Davies
- [ ] Karli Blaydes - Absent
- [ ] Jessica Valdez
- [ ] Katie Starnes - Absent

Committee Chairs/Members:
- [x] Karen DiFrisco
- [ ] Patti Henkhaus - Absent
- [x] Trudi Konzem

Visiting:
- [x] Alka Podar
- [x] Gennie Baldi
- [x] Cary Connolly

1. Call to Order - 7:10pm
2. Approval of May Agenda - motion- Meg, 2nd - Roy, All approved - passed
3. Approval of April 2019 Meeting Minutes - motion - Jose, 2nd - Roy, All approved - passed
4. Board Calendar – Review May, Summer 5 min - No board calendar
5. Financial Report- *Tracy Hemmeter*, Treasurer
    1. Budget Emailed -
        1. Through April - $11k over in income than expenditures. Down to $5k over the past few days
            i. Expect about $35k in bank by end of the year. - Going to start next year better than next year.
            ii. Alka question - submit receipts this year?
                1) Tracy says best to have it by July 1st.
            iii. Overbudget Items:
                1) WBA was not in the budget - used to pay the year before, Ms. Starnes already paid this year. Need approval to pay for this year.
                2) CMEA Busses was not budgeted. - Need Board Approval for this year.
                    a) Motion to approve deviations from budget - Meg moves to approve budget for Euphonium, WBA fees for 2019-2020, and CMEA Busses. 2nd Jose
                        i) Discussions - Should we budget this for next year to pay a year ahead.
                        ii) Yes - 6, abstain - 2 (Rennetta, Roy) - Pass
6. Board Reports:
    1. Music Director: *Ms. Starnes - Absent - Bevlee relayed info*
        1. *Report sent to board via email*
        2. *Siannas donated a Bari Sax*
        3. *Need adult volunteers for Music in the Parks*
            i. *May 11 and May 18th (and Friday set-ups)*
        4. *San Pedro Band Concert - May 10th*
            i. *85 tickets sold - 150 available - Does this account for the musicians?*
        5. *Concerts - May 13 - Pictures and concert*
        6. *Performing arts awards night - May 23rd*
    2. President- *Bevlee Doran* -
        1. *Still need President, Financial Secretary*
    3. Secretary- *Wendy Valdez - Nothing*
    4. Financial Secretary- *Fahmida Rahman*
        1. *Taxes are done*
        2. *Would like to transfer all she knows to the new person - but Tracy does know the job.*
    5. Director of Fundraising - *Renetta Henault*
        1. *Has not set up any fund raisers except Debrito*
        2. *Not sure where we are on fundraisers*
            i. *Bevlee- maybe need to stay status-quo*
        3. *Need to start planning for the Spirit Books*
            i. *Jose volunteered to help*
                1) *Need to find someone else for the printing*
            ii. *Jose volunteers for Applebees too.*
    6. Director of Communications - *Angelika Pietrczak - absent*
    7. Historian- *Victoria Blackmon - Nothing*
    8. Director of Food Service- *Roy Murphy - Nothing*
    9. Director of Volunteers-*Ria Bradbury*
        1. *Need volunteers for Music in the Parks*
        2. *Need ushers for Tabbard - preferably the kids - no free ticket (we will talk to Ms. Starnes about this)*
    10. Director of Equipment- *Jose Valdez*
        1. *Nothing on equipment*
        2. *Working on website*
            i. *Purchased the domain*
                1) *Will ask Trudi to test site*
                2) *Asking Victoria for a good cover photo for the website*
                3) *Do we have a logo? Using the Santa Teresa HS Logo.*
                4) *Question - Why a new domain (Fahmida)*
                    a) *Answer - Bldg 600 does not call out band (keeping 600 bldg)*
                    b) *Applied for Gsuite for non-profit - Waiting for approval*
    11. Travel Coordinator - *vacant*
    12. Members at Large
        1. *Nadine Bird* – Uniforms and Website - Absent
        2. *Meg Davies* – Special Assignments
            i. Holiday Café - Updated googledocs
                1) Decorations in sea container
                2) Information for pizza guy is there if choose to use
                3) Been shared to Bevlee, Roy, and Ms. Starnes
            ii. Fanciolt -
                1) Have it during summer - have two people would be manageable for a band parent
            iii. Mentoring -
                1) Over the summer - start calling people and get them involved in committees
        3. *Karli Blaydes*- Music Marathon Chair - absent
            i. Tracy - money from Vertical Raise - $20,200 plus $2,000 from coupon books
    13. Student Representative - Jessica Valdez
        1. Doing band counsel - Ms. Starnes putting this together
            i. Form sent out to students
    14. Committee Chairs
        1. *Trudi Konzem* - Pledge Parties - final amount $2917.00
        2. *Patti Henkhaus* - Guard Representative - absent
            i. Told what music would be - Danny Elfman
                1) Requested money for purchases
                2) 18 people for marching band guard
                    a) Bevlee feels we should not be spending money until we see where we are for next year.
7. New Business 20 min
    1. Budget - emailed on Sunday
        i. Kept Mattress Fundraiser, spirit books, Sees candy (would be guitar but STMAA would get 5% for running it), Gift Card needs to be earlier, Parent home football games, Poinsettias, Dibrito, Holiday Jazz, Spring Jazz, asking $5 admission for concerts, Music in the Parks, general fund, Fleet Week (might not happen because holdiay week before)
        ii. Dropped MM a little bit.
        iii. Left out Levis Stadium
        iv. Need to fix the dollar amount for Marching Band - should be $900 and $950
        v. Added Dublin for MB competition
        vi. Shortening Marching Band Camp to 1 week.
        vii. Question - Jose, line 68
            1) Answer - rolled up from the items below
        viii. Overall budget is down by $16k compared to this year, still well above what our end of year actuals are going to be.

        Discussion -
        Meg - down 16K, will we be able to keep that for next year
        Tracy - actuals will be lower.
        Bevlee - Money in budget for championships, but last show may be Logan. May be thinking of doing a competition in So. Cal then going to a theme park (this is just talk).
        Sr. Dinner would be at Logan.
        Jose - line item for Repairs?
        2618B - $1000.00 - Jose says should be fine. Need to paint some equipment.
        Fahmida - expenses for new domain - $400.00
        Keep 600 building.com
        Storage will move to Google Suite so keeping domain will only be about $18 per year.
        Alka - believes she will be going over the uniform cost. May run at least $1200.
        Roy - would like to reduce the MB Food budget by $1000.
        Jose - Make sense to change the name for website to Web Hosting.

        Renetta motion to approve Budget as written, Meg 2nd
        Tracy -
        Increase uniform cleaning to $1300
        Reduce MB Food to $1000
        $700 reduce general fund

        Tracy - amended motion - Renetta and Meg 2nd
        Yes - 9
        1 abstention - Tracy
        Passes

        Do we want to pay WBA this year for next year and continue and Color Guard expenses this year? Meg suggests investing in the equipment with this year's funds (sabers and rifles). - Nobody disagrees.
8. Bylaw update -
    1. Up to 9 board members
    2. Question Fahimda - Question on CPA - have not done this in the past, should this be in there?
        i. Feel we need to keep it since we are a non-profit.
        ii. Change this to CPA or other appropriately qualified individual.
    3. Motion to approve the bylaws with the amendment for the cPA - Renetta - 2nd Jose,
        i. Discussion - Renetta - date for voting changed
        ii. Yes - all, 1 abstain (Roy) Passes.
9. New Members -
    1. Gennie - Communication Director
    2. Cary - Member at Large
    3. Karen - President
    4. Roy - Member at Large
    5. Jose - Member at Large
    6. Trudi - Member at Large
        i. Motion to vote in Gennie Baldi, Cary Connolly, Karen Difrisco, Roy Murphy, Jose Valdez, and Trudi Konzem
            1) Fahmida, Tracy 2nd, all in favor: all , no abstention Passes
    7. Tracy - Need to re-vote for Treasury
    8. Renetta - Need to re-vote for FundRaising
        i. Motion to approve Tracy H and Renetta H
            1) Jose, Meg 2nd, all in favor - all passes

    Scholarship Proposal
    1. Trudi - STOPS provides Scholarships, this year 17 essays sent in.
        i. Thought it would be good to have this option for band
        ii. Can we have a $250 or $500?
        iii. Button on the website for donations
        iv. Committee to decide who gets the scholarship
    2. This will be voted on next band year.

Future Collaboration Dates:

Future Board Meeting Dates: Board Meetings: 2– Tuesday of Every Month