

4/14/2020 STMAA Board Meeting Minutes

STMAA Board Members:

- Karen DeFrisco - President
- Wendy Valdez - Secretary
- Tracy Hemmeter - Treasurer
- TBD - Financial Secretary
- Ria Bradbury - Volunteer Director
- TBD - Fundraising Director
- TBD - Communication Director
- Roy Murphy - Member at Large / Food
- Jose Valdez - Member at Large / Equipment
- Cary Connolly - Member at Large / Dine-outs - Absent
- Trudi Konzem - Member at Large / Pledge Parties

Reps:

- Student Rep TBD
- Ramiro Sanchez - Director of Bands

Committee Chairs/Members:

- Annette Jackson - Historian Committee
- Victoria Blackmon - Historian Committee
- Alka Poddar - Uniform Committee - Absent
- Patti Henkhaus - Color Guard Rep - Absent

Visiting:

- .Robin DeJarnett
- Michelle Schabilion

I. Call to Order 7:06pm

- I. Approval of the Agenda - Motion - Jose, 2nd - Roy, in favor - all, opposed -none, abstain - none.
- II. Approval of March's Minutes - Motion - Jose, 2nd Roy, in favor - 6, opposed - none, abstain - Tracy, passes
- III. Reports
 - a. Band Director
 - a. Report sent via email with Agenda
 - b. End of year event after things calm down to celebrate MM and other items.
 - b. Board Members
 - a. President -
 - 1) Working on online silent auction - couple ideas, best time to put into place.
 - 2) Came in lower budget on MM
 - 3) Working on Voting people into place.
 - b. Secretary
 - c. Treasurer
 - 1) Reports sent via email with Agenda
 - 2) Not a lot of activity in March
 - a) Coming up, process Reno jazz festival reimbursements
 - b) Vertical raise check coming
 - c) Need to finish equipment reimbursements
 - d) Winter guard requests
 - e) Need Food receipts
 - 3) Robin mentioned we will still need the cords and pins
 - d. Financial Secretary (TBD)
 - 1) Was not on agenda for action but difficult to get physical signatures now. Tracy asked for a motion for taking email as signature.

- a) Tracy makes motion that board approves email approval of reimbursement requests - 2nd - Jose
 - i) Discussion - Jose asked: need two signatures?
 - One. Answer: No, only need one approval from either President or Band Director.
 - ii) Annette - suggests to make a statement in the email about covid-19
 - b) Approve - 6, Opposed - none, Abstain - Roy - passes
 - e. Communications Director -
 - 1) Need to do stuff with the website, but if anything needs to be done let Jose know.
 - 2) Add top 5 students for MM on the Newsletter next week.
 - f. Volunteer Director
 - 1) Worked on the student points which is all volunteer work from blitz and pledge parties and volunteering is student money and adds to the vertical raise. Highest was Kayla DeFrisco, 2nd was Alex Luna, 3rd Frans
 - a) Ready to give the top 5 students their visa gift cards
 - g. Fundraising Director (TBD)
 - 1) Need to wind up the year with silent auction.
 - 2) Suggestion by Robin: Dine-out?
 - a) Karen to talk to Cary to see if she can look into this.
 - 3) Question was asked if we earned anything from Kona Ice
 - a) Karen is not sure where a check would have been sent. Sent an email an no response yet. She will look into this
 - h. Members At Large & Committee's
 - 1) Equipment - Nothing unless you need anything?
 - a) Did Mark Adams ask about the generator? Mr. Sanchez did not hear from him
 - 2) Food - Need to do expenses, and scan and email to Tracy
 - a) All expenses going into the account.
 - b) Still food in the storage, next to the band room (perishables)
 - c) Will need to move everything to the container at some time.
 - i) Mr. Sanchez just contact him to work out a time.
 - 3) Dine-Outs
 - 4) Pledge Parties - Nothing new - made about \$10,223 approx
 - a) Do we know how many coupon books left? They are in the container. Down to 1 box.
 - 5) Uniforms - we will need to coordinate dry cleaning the uniforms.
 - 6) Historian -
 - a) Is Victoria planning on making a general photo book as last year?
 - i) Answer - No, does not have enough pics of all bands
 - b) Annette is working on adding music to the senior slideshow and needs the password for YouTube. Hopefully in the next week or so. Jose will send the password to Annette.
 - c) Working on pictures of "blast from the past" over the past year on Facebook.
 - 7) Music Marathon
 - a) Vertical Raise - check in mail
 - b) Expenses were less than budgeted
 - c) No after party - will do gift cards for top 5 earners
 - i) Able to sell pulled pork. - Ria would like one.
- c. Upcoming/Ongoing Events
 - a. On hold till SIP is over.
 - b. Tabbard Theater is rolling over for next year.
 - c. Reno reimbursement - Robin made a document for families to fill out. Asking if anyone would like to donate their return.

IV. New Business

- a. Possible Band Appreciation Event - Summer 2020
 - a. Outside/grass/fresh air - would like to do something for seniors. Closure for the year.
- b. On-line Silent Auction - Items from Music Marathon
 - a. Looking for on-line auction sites. Looking for priced right, easy to use. Found 3 that she wants to share with Jose and get opinion. What is the best timing.
 - If nothing else, food baskets online.

c. Recruitment for 2020-2021 Board. Open Voting Positions:

- a. Treasurer - Haylee maybe interested
- b. Financial Secretary
- c. Fundraising Director -
- d. Volunteer Director - Laura maybe interested -
- e. Communication Director - Michelle is interested
- f. Member at Large
- g. Member at Large
- h. Non-Voting Positions:
 - 1) Food Committee Chair
 - 2) Equipment Chair
 - 3) Music Marathon Chair
 - 4) Jazz Café Chair
 - 5) Spirit Book Chair
 - 6) Blitz and Pledge Parties

V. Comments and Announcements

VI. Adjournment 8:05pm

Future Board Meeting Dates: May 12

Board Meetings: 2nd Tuesday of Every Month (typically)