

Mission Hills High School
Instrumental Music
Board Meeting
Tuesday July 10, 2018
MHHS Band Room Office

Meeting called to order at 5:02 pm.

Attendance: Director Michael Tramm, Assistant Director Chris Coughlin, Booster Board President Lorrie Harvey, Booster Board Co-VP Fundraising Joy Blessman, Communications Director Robin DuBroy, Concessions Director Jacob Angelo, Secretary Sherry Schwab, Co-VP Events Alice Soloff, Co-VP Events Jennifer Peterson, Drum Line Liaison Steve Soloff, Color Guard Liaison Sarah Boscia, VP Band Leadership Jordan DuBroy, Webmaster Tricia Guerrero, Uniform Manager Venessa DeMatteis, Spirit Gear Coordinator Cassandra Best, Props Committee Kami Mandell

- Treasurer's Report:
 - Current Bank Balance (as 7/10/18 a.m.) \$22,771.26
 - Outstanding Invoices (Coaching, WGASC school facilities, custodial fees, July Marimba payment) \$8755.98
 - Uniform Orders to be placed ~\$8774.87 (+ 2nd half of cost of Cloud shirts to be paid upon receipt, before Band Camp)
 - Revised Balance: ~\$5240.41

*Notes:

 - From Leslie: Ludus bounced check for \$75 - not sure what to do about that
 - From Lorrie: \$2000 for discount cards will have to be paid by first week of Band Camp (only need to sell 111 cards to cover this cost, last year sold 513)
 - From Tricia: There is approx. \$1000 in pending payments that will be added to the current bank balance
 - Charms: Ready to rollover for the 2018-2019 school year. Any carryover contributions from last year MAY NOT be used for ANY uniform payment (only put toward Family Contributions). Leslie will be responsible to post payments for Contributions and Joy will be responsible for all fundraising posts.
- Fundraising Events
 - Discount Cards: Joy was able to find a new company to replace the ROI cards sold in years past (the previous company went out of business). The card sales will launch on Aug. 11. This requires an initial investment of \$2000, with the potential of \$22,000 profit if all cards are sold (1000 cards).
 - Blast Athletics alternative: Fundraising Genius and Go Fund Me will be used in place of Blast Athletics this year. Donations made through these 2 sources will

be for the Fiesta Bowl. The dates that these events will run are pending further clarification, but should commence in August.

- Fiesta Bowl Fundraising Events: The \$9000 deposit due on July 11 will not be made. There is a future deposit of approx. \$40,000 due in Sept. Available funds will determine if the deposit can be made at that time. See above “Blast Athletics alternative” for additional information.
- President’s Report:
 - 501c3: Because payment was never processed for our 501c3 filing, the process for our tax exempt status has not begun. It is now necessary to start over and volunteers are needed to take the lead on this project. Lorrie will approach an incoming 9th grade parent (Terry Watson) about working on this project. Jacob Angelo agreed to help with this.
 - Bank: A time needs to be scheduled to remove Melissa Alvimar from the Booster bank account. Co-VP of Fundraising Joy Blessman does not want to be put on the account and will defer this responsibility to the other permanent Co-VP of Fundraising (not yet determined). Discussion regarding adding Jacob Angelo to the bank account.
 - **ACTION:** Sarah Boscia motioned to approve Jacob Angelo be added to the Booster bank account, second by Sherry Schwab, unanimous approval by all present.
 - Uniform Orders, Venessa DeMatteis:

■ Epic Sports - Compression shorts/shirts	\$547.14
■ Marchmaster - Shoes/gloves	\$3968.08
■ Cloud Shirts - 137 x \$43 =	\$5891 Estimate (half to be paid now, half later)
■ Blast - Red Band Shirts 33 x \$6 =	\$198
■ Blast - Band hats 7 x \$10.30 =	\$72.10
■ Blast - Band sweatshirts - 18 x \$28 =	\$504
■ Dot Books - 54 x \$10 =	\$540
■ Total order: \$8774.87 (Balance of \$2945.55 for Cloud shirts not included in this total)	
 - Suggestion to “rent” the Cloud shirts to students for \$25 (non-refundable) then sell the shirts at the end of the season for profit. The general thought is that this is not be a viable option but will be explored.
 - Props Update, Kami Mandell:
 - Show titled, “As if on Wings”. There will be a glider, helicopter, and other aerial props. \$3500 approved budget for props.
 - Band Camp Dinners: Menu is more or less set and will be forwarded to Board members. Meals will be increased to \$7/day to help cover the cost of Paypal transactions. An email blast will be sent where orders can be made online.
 - Volunteer Coordinator: Still looking for someone to fill this role.
 - Co-VP of Fundraising: Still looking for someone to permanently fill this role.

- August General Parent Meeting: Scheduled for Aug. 8. Hoping to organize a Volunteer Faire
- Senior Board and Key Members need to start looking for replacements to shadow them this year.
- Booster Misc. items wish list:
 - 2-way radios (12 total): ~\$180
 - Spirit Gear Cart: ~\$170
 - New Booster Mailbox: ~\$60
 - Folding Push Cart ~\$50 (donated by DuBroy Family)
 - Water Bottle caddy ~\$?
- Director's Report
 - First Home Football Game: Scheduled for Friday Aug. 17. Dinner for Band Camp will likely be served early, around 4pm, then the pluming ceremony. This will be a special event honoring our community's First Responders and will have media coverage.
 - WBA Field Show: only 4 schools signed up so far. Sign ups continue until approx. 2 weeks before show date.
 - Booster Owned Trailer: It is still unclear whether the trailer can be kept on campus. Mr. Coughlin will continue to pursue this with Mr. Goode.

Meeting adjourned at 6:02 pm

Minutes recorded by Secretary, Sherry Schwab

Future Meetings:

- August Board Meeting: Wed. August 1, 5 pm. Budget needs to be approved at this meeting.
- WBA Show Committee: Meeting date still TBD