

Mission Hills High School
Instrumental Music
Board Meeting
Thursday October 4, 2018
MHHS Band Room Office

Meeting called to order at 5:39 pm.

Attendance: Director Michael Tramm, Assistant Director Chris Coughlin, Booster Board President Lorrie Harvey, Co-VP fundraising Joy Blessman, Communications Director Robin DuBroy, Treasurer Leslie Wetherell, Secretary Sherry Schwab, Color Guard Liaison Sarah Boscia, Co-VP Events Jennifer Peterson, Guest Terri Watson (501c3 advisor)

- Treasurer's Report:
 - Bank Balance: ~ \$34,000 (\$18,000 set aside for AZ trip/future trip).
 - Available Balance: ~\$16,000
 - Outstanding checks written: -\$3123
 - Other bills not yet due: -\$7145
 - Outstanding deposits:
 - Revised balance: \$5404.73

 - Annual Contributions: \$16,684 (\$8600 from ROI cards, \$300 from other donations)
 - No PayPal for Sept. transactions
 - Lorrie Harvey asked Leslie Wetherell to send Charms statements to families. It might be possible to email statements to families or send an email with a Charms link
- Fundraising:
 - Pre-Comp: How did concessions do? Unknown, Jacob Angelo absent
 - Soap Sales: Sales event has launched. Orders are due and will be counted on Oct. 16. Counting will be done in the Band Room at 6:30 pm. Lorrie Harvey, Robin DuBroy, and Sherry Schwab volunteered to help Joy Blessman with counting. Soap will be distributed Monday October 29th. Six people will be needed at 6 pm to help distribute the soap orders.
 - Fall Concert Update:
 - Doors will open at 5:30, concert will begin at 6 pm
 - Invitations have gone home with the students
 - Decorating is figured out, Alice Soloff and Joy Blessman
 - Twelve Color Guard volunteers will help set-up and run flower and chocolate grams
 - Lorrie Harvey will need a table set up for contribution drive and sale of Oktoberfest tickets

- There will be no advertising of any extra tickets available for sale
 - Volunteers still needed:
 - 1 for Will-call tickets
 - 1 to manage "Sold" list
 - 1 to sell flower and chocolate grams
 - Volunteers need to arrive at 5 pm
 - Oktoberfest: Venue and time have been changed to San Marcos Civic Center, 3-5 pm. Tickets \$30 each
- President's Report:
 - Fiesta Bowl Funds:
 - Approx. \$120,000 needed to go on this trip, only \$16,000 raised
 - Leslie Wetherell will set up a savings account for the funds raised to be used for a future trip.
 - Joy Blessman volunteered to write a letter explaining that we did not meet our goal and therefore will not be able to go.
 - Also, Marcia from Worldstrides informed that only 3 schools signed up for the field show, this is not enough to consider moving forward.
 - An email announcement will be made the week prior to the General Parent meeting. Email will be sent the week of Oct. 15, General Parent meeting scheduled for Tues Oct. 23, 7-8 pm.
 - The directors would like to take a big trip/competition next year. Lorrie Harvey suggests that the directors know what kind of trip they would like to do next year (where, when, how much?)
 - The Board understands that where will likely be families who want their money refunded (especially families of Senior students). This will be handled on a case by case basis.
 - Webmaster replacement: Our current Webmaster, Tricia Guerrero is stepping down. All suggestions are welcomed and will be considered. Robin DuBroy will include the solicitation for this position in the next email blast.
 - 501c3: We will be moving forward with this project with Terri Watson's help A meeting is scheduled for Thurs. Oct. 18 at 5:30 in the Band Room. Everyone is welcome. Requested that this meeting be added to the Band calendar on the website.
 - FoxFury Lights: Majority of Board approved spending \$500 for the 2 lantern-style lights. It will be necessary to take a couple pictures when we use them and write a testimonial after each event and forward to FoxFury.
 - Weekly Email Updates: The weekly emails need to be condensed. Separate emails can be sent when more detailed information is necessary.
 - Transportation Fees: Now 71 students have paid the transportation fee (total = \$3195). This is half of the students in the music program. Requested that the directors keep reminding the students.

- Drumline: Drumline program would like to have a new floor. This expense is not in this year's budget, cost is ~ \$2000. Chris Coughlin says there is not enough design information at this point anyway and suggests painting the existing floor.
- Vista Murrieta Field Tournament timing: Scheduled for Oct. 6. It is recommended that students bring something to eat on the bus as there will not be time between performance and awards (performance is 8:30, awards at 9:20). There may not be time for the students to change after their performance either.
- Homecoming Game: Scheduled for Oct. 12. Band will be performing National Anthem and pep tunes only. Pit and Color Guard are required to be in the stands. Band will be in full uniform without the Cloud shirt. Unsure how many alumni will be in attendance. Directors do not need anything else from the Board.
- Senior Night: Scheduled for Oct. 19. Lorrie Harvey suggests announcing Music Program seniors only. We would like to celebrate our seniors thoroughly at Friends and Family Night on Nov. 15. Majority of Board members in attendance agree.
- Discovery Bowl: To be held at SMHS on Oct. 26. Undecided whether or not to send a Pep band.
- Halloween: This year parents/friends/family will be invited to decorate the tables outside the Band Room and pass out candy on TUES. OCT 30 after rehearsal.
- Director's Report:
 - Storage: Approval for the permanent storage of a 40' trailer behind the 700 building has been granted. Purchase of lumber for leveling is necessary. Unclear whether we can rent a container.
 - Chris Coughlin will meet with the District representative to further discuss the rental of a trailer or truck.
 - Need from Boosters: Directors and Staff would like to attend a clinic hosted by Bands of America on Nov. 3/4. Total cost for the entire staff to attend is \$275.
 - MOTION: Lorrie Harvey motioned to approve the expense be paid by the Boosters, second by Joy Blessman. Approved by all Board members in attendance
- Upcoming Meetings:
 - November Board meeting: No meeting scheduled for November.
 - Propose November General Parent meeting: Proposed for Thurs. Nov. 1. Highlight November and December schedules and volunteers needed. Update parents on how we are doing with Annual Contributions and Fundraising, 2019/2020 Board and Key positions open, Friends and Family Night. Advertise for all Band and Color Guard Senior parents to attend for information about the Senior Celebration during Friends and Family Night on Nov. 15. Spanish translation will be available. Light snacks will be provided.
- Open Forum: Nothing discussed

Meeting adjourned 7:10 pm

Minutes recorded by Sherry Schwab

Next Board Meeting: Tues. Dec. 4 at Pizza Nova at 5:30 pm