

Mission Hills High School  
Instrumental Music  
Board Meeting  
Tuesday January 22, 2019  
Band Room

Meeting called to order at 5:36 pm.

Attendance: Director Michael Tramm, Assistant Director Chris Coughlin, Booster Board President Lorrie Harvey, Co-VP fundraising Joy Blessman, Secretary Sherry Schwab, Communications Director Robin DuBroy, Concessions Manager Jacob Angelo, Color Guard Liaison Sarah Boscia

- Treasurer's Report:
  - Current Balance: \$12,808.94
  - Outstanding Checks: \$1293.90 (Sept. Marimba\*, Judge fees\*, Festival of Winds\*, equipment reimbursement, 501c3 CAPO articles)
  - Outstanding Invoices \$7995.57 (Dec. coaching)
  
  - Cost for Drumline uniforms: \$7858.57 (Drumline members cover this entire cost, payment will not be made until all funds are collected). Mr. Coughlin will be keeping track of which students have made payment.
    - **\*ACTION:** Mr. Tramm will make contact with the appropriate persons regarding these outstanding checks.
  
- Fundraising:
  - Discount Cards: There will a call placed for students to turn in either the cards or money raised
  - Mattress Fundraiser: Scheduled for March 2, 2019, 10 am - 5 pm. Water and/or sodas will be available for purchase
  - Candy sales will be at the end of March, in time for Easter
  - Fundraise Genius: Spring launch will be 3/15-4/1
  - Spring Craft Fair: Scheduled for April 28. Details are still being worked out but we would like to have all the middle schools in the SMUSD participate, raising excitement for our band programs with the surrounding community
  - Jazz in the Garden, May 5, 2019
  - Joy will come up with 3 ideas to raise money in Feb, including ways to raise funds at the Vox show on Feb. 16
  
- Events/Concessions - Next 90 days
  - Jan. 31: SMUSD Honor Band concert at MHHS. Would like to have a recruitment table with fliers outlining MHHS programs. Possibly have a running video (maybe Gabby can create this).

- Feb. 16: Vox-hosted WGASC Show at MHHS. Donations only needed from Boosters.
  - March 16: MHHS-hosted WGASC Show. Volunteer recruiting will be crucial since many student volunteers will be unavailable. (Drumline and Wind Ensemble students will be away attending their own shows and therefore unavailable)
  - March 30: MHHS-hosted ADLA Show. Volunteer recruiting will be crucial since many student volunteers will be unavailable. (Color Guard and Drumline will be off-site at competitions.)
  - Looking into food vendors for these Spring Shows (kettle corn, churros, Philly Phil's. No Monster Sweets at this or any subsequent MHHS show.) Sign-Up Genius will be created for donations of bottled water, chips, baked potatoes, sodas, candy, etc.
- President's Report:
    - 501c3 status: Terri Watson absent. Terri is working on the bylaws and taxes. The government shutdown might delay finishing this process prior to the end of the school year.
    - Proposed General parent meeting Wed. Feb.6: Date discussed and changed to Tues. Feb. 12 at 6 pm. Topics to discuss include: Open Board positions, Spring schedule, and volunteers needed for upcoming events.
    - 8th Grade Night in MHHS Gym: Scheduled for Thursday. March 21
    - May General Parent meeting: Welcoming of incoming students and parents/families. Date pending
    - Year-End Banquet: May or June? Date and location needs to be determined ASAP. Dates to avoid: Prom June 1, Graduation June 12, Grad Night June 14.
    - Charms Statements: Family financial statements still have not been generated. It was initially believed that statements could be generated and emailed through the Charms database; this is not possible. Statements can be generated from Charms but not emailed; they will need to be mailed through USPS or given to students to give to their family.
  - Director's Report:
    - Padres National Anthem: MHHS has been invited to jointly perform the National Anthem in early May 2019. Yes, we would like to pursue this. May 7th or 8th is good, not May 5th.
    - Storage container: Nothing has been secured yet. **ACTION**: Chris Coughlin will follow up on this.
    - BOA or other show/event for next year: Looking into a SoCal/Utah show. Chris Coughlin is discussing this event with Jeff Radant from SMHS, their school attended last year. The next date for this event is November 16.
      - Topics being discussed are housing and rehearsal.
      - Registration fee for SoCal and Utah shows = \$2000 (\$875 - SoCal show, \$275 - Director's Clinic, \$875 - Utah show)

- 50% deposit or full registration fee due by Jan. 31, 2019
- Discussed paying entire registration fee out of the Trip Savings Account. Future fundraisers would be used to repay the amount taken out of the savings account.
- A committee will be needed to coordinate this event.
- **MOTION**: Sarah Boscia motioned to pay full registration fee from the Trip Savings Account and entire repayment to this account by future fundraisers, second by Joy Blessman. Unanimous approval by all Board members present.

Open Forum:

Adopt-a-Musician

Meeting adjourned at 7:15 pm

Minutes recorded by Secretary Sherry Schwab

Next Board Meeting: Feb. 6, 5:30 pm, MHHS Band room