

Mission Hills High School  
Instrumental Music  
Board Meeting  
Monday December 11, 2017  
MHHS Band Room Office

Meeting called to order at 5:05 pm.

Attendance: Director Michael Tramm, Assistant Director Chris Coughlin, Booster Board President Lorrie Harvey, Booster Board VP Melissa Alvillar, Secretary Sherry Schwab, Communications Director Robin DuBroy, Drum Line Liaison Jessica Hirmas, Color Guard Liaison Sarah Boscia, Concessions Director Jacob Angelo, Treasurer Leslie Wetherell

- Treasurer's Report:
  - Current Bank Balance: \$26,551.72
  - Outstanding invoices: -7631.15 (includes \$5400 Oct. coaching bill)
  - Other outstanding pmnts: -5000.00 (reserved for Marimba)
  - Available Balance: \$13,920
- Fundraising/Events:
  - Chili Cook-off: approx. \$700 profit
  - See's Candy: \$1521 profit, there was more participation this year
  - Restaurant Night: unknown
  - Spring Fundraising:
    - Soap (Bokujoy), maybe Mother's Day
    - Painting, Spring Jazz Night - no plans
  - Annual Contribution Statements: Letters are planned to be mailed in Jan. There will be an added note explaining to use GBEF EIN for tax purposes until further notice.
  - Upcoming Events:
    - WGASC dates: March 17 & 31
    - SD Wind Composer Festival: March 24
    - ADLA: April 7
      - Show Vendors? Monster Sweets: can we increase the flat rate
- President's Report:
  - Winter Concert: Disney tickets (2) will be offered as a raffle prize, not a door prize. Door prizes will be chosen from a separate container
    - Decorate with snowflakes. Decorations for the Dance Show will need to be left as is. The lobby and stage can be decorated on TH when the theater will be available all day, or the lobby on Wed 3-5 and the stage and misc areas on TH prior to the concert.
    - Ticket Sales: Ticket sales volunteers will need to tally Band and Choir sales separately at the time of purchase, then we will pay Choir their portion.

- Giving Tree: Mr. Tramm and Mr. Coughlin will make a list of requested items, including more cymbal bags.
- 2016/2017 Taxes: Treasurer will need to give information to GBEF by mid January. LW will meet with VC to go over last year's information. LW also make sure taxes are on track for this year
- 501c3/EIN: All donations must use GBEF's EIN. Our EIN is currently only for banking and tax purposes
- **ACTION**: Motion to approve 501c3 separation from GBEF, to become our own entity, unanimous approval
- Calendar Additions:
  - Feb 8, 2018 next Band Parent General Meeting, 6:30-7:30 pm
  - May 9, 2018 last Band Parent General Meeting and 8th grade band parent and student night, 6:30-7:30 pm
- Custodial Bills: 3 upcoming events = 3 custodial bills. Is it possible to get a better rate on labor since we are a MHHS group?
- WGASC & ADLA Shows: These 3 shows are not "invitationals", therefore we will receive all monies from ticket sales.
- Band Program Volunteer Potluck scheduled for Jan 20
- GBEF Casino Night: Scheduled for Jan 27, 2018. We will not be donating a raffle basket.
- Spring Band Trip: Scheduled Thurs April 26 - Sun April 29, 2018. Tentative daily schedule:
  - Thurs: Disneyland
  - Fri: Grammy Museum
  - Sat: Universal Studios
  - Sun: travel home
    - Other details still being finalized. Mr. Goode needs to approve the trip then a letter can go home to families.
- Band Pictures arrived today, Dec. 11, 2017
- Director's Report:
  - Marimba: \$5000 is reserved to use as a down payment. Steve Weiss wants \$500/ month until paid in full. Yamaha suggests using BGE Financial for financing the balance of \$3000 (approx. total \$8500). Directors will follow up.
  - Fiesta Bowl: There is no information yet on this potential trip. Unsure whether this trip will be announced at the Feb General Band Parent Meeting.
  - MHHS Music Program Brochures to be designed for Pre-Festival in Feb.
- Open Forum:
  - Treasurer arranges tax preparation (LW)
  - 8th Grade Night is for ALL incoming Freshmen, Feb. 22 in the gym
  - Mr. Coughlin has the invoice for the program. He had to pay an extra \$33 for expedited shipping, which should be refunded due to production delay. LW will reimburse.
  - Upcoming Board Meetings:

- Tues Jan 16, 2018
- Tues Feb 6, 2018 (to prepare for General Band Parent mtg 2/8/18)
- Tues Mar 13, 2018
- Tues April 10, 2018 (week before 8th Grade Night)
- Tues May 1, 2018 (to prepare for last General Band Parent mtg 5/9/18)
- Tues June 5, 2018
- Color Guard parent mtg pending regarding Winter Guard season

Meeting adjourned @ 6:35 pm

Minutes recorded by Sherry Schwab, Band Booster Secretary