

Mission Hills High School
Instrumental Music
Board Meeting
Tuesday October 10, 2017
MHHS Band Room Office

Meeting called to order at 5:08 pm.

Attendance: Director Michael Tramm, Assistant Director Chris Coughlin, Booster Board President Lorrie Harvey, Vice President of Fundraising Melissa Alvillar, Secretary Sherry Schwab, Communications Director Robin DuBroy, Drum Line Liaison Jessica Hirmas, Concessions Director Jacob Angelo

- Treasurer's Report:
 - Bank Balance as of 10/10/17: \$23,717.24
 - Outstanding checks: \$970.07
 - Potential expense for Jazz Band trip vans: \$897.94 (never invoiced)
 - Adjusted Balance: \$21,849.23
 -
- Fundraising/Events:
 - Fall Fundraising:
 - See's Candy: This will launch the week before Thanksgiving break. Orders will be due back the Tuesday after the students return to school (Nov. 28). Product delivery is scheduled for 12/4 or 12/5 and will be available for students to pick up on 12/11/17.
 - We will not be participating in Christmas tree sales this year.
 - November Restaurant Night will be at Chick-fil-A, originally scheduled for 11/6/17 has been rescheduled for 11/13/17. There will not be a restaurant night scheduled in Dec.
 - Friends & Family Night and Chili Alliance Cook-Off scheduled for 11/14/17
 - Blast Athletics has earned \$5110
 - Annual Family Contributions: no change from last month
 - Spring Fundraisers:
 - Painting, is this worthwhile? Suggestions include Jazz Night and Homemade soap sales
 - Events:
 - Halloween: parents are welcome to come around 7pm to decorate the tables outside the band room and pass out candy
 - Fall Concert: Toni and Thomas Ridgaway have access to special lighting. Redwood Hall can be decorated on Sat. while the students are at rehearsal. Directors will make up the programs
 - Chairs will be needed for Nov. 1 General Parent Meeting.

- President's Report:
 - Minutes need to be approved by the Board, please read and reply back to Sherry with changes or approval.
 - 501c3 status update: There was a clerical error made during the processing of our paperwork. We can use the GBEF EIN until this is corrected.
 - By-laws need to be reviewed, updated, approved, and a copy sent to GBEF every 2 years. A new copy will be at the Nov. Board meeting for review and approval.
 - 2016/2017 tax information: Treasurer needs to get the information to GBEF by the Nov. meeting. Lorrie will correct the 2016/2017 information. Leslie will make sure this year's information is being done correctly
 - GBEF is hosting Casino Night on January 20, 2018 at the San Marcos Community Center. Each group needs to have a minimum of 10 participants. Cost for participation is \$30 each or 2 for \$50
 - Donations: Contact the SM Chamber of Commerce for a list of SM businesses, then send a form letter to all businesses soliciting donations. Suggestion made to ask Toni Ridgaway to draft the form letter
 - Thank You letter: Melissa Alvillar will look for a Thank You letter to send out once a donation has been received.
 - Monthly Contribution Drive scheduled for Sat 10/21 at 4:30-5:30 pm during drop off time and 8:30-9:30 pm during pick up time. Rehearsal is scheduled 5-9 pm this day.
 - Bus Books: These binders are on the buses during all trips with permission slips which list any medical conditions and are available to the Chaperones if needed.
 - New Key Support roles: 2 new key support roles have been added to the list, Spirit Gear Coordinator and Volunteer Coordinator
 - General Booster Meeting and Board meetings for 2nd semester need to be scheduled. General Booster meeting scheduled for Feb 7th will be mainly to discuss the upcoming Winter Guard and Indoor Percussions shows. The next General Booster meeting will be in early May.
 - November General Booster Meeting: The Spring trip will be announced. The Fiesta Bowl option will be discussed at the Feb. Booster meeting.
 - E-Scrip: Tracy Williams was to find out how we get signed up. Lorrie will follow up with Tracy.
 - November Thank You Potluck: The Perun family has volunteered their home again this year. Lorrie will contact them to set up a date.
 - Toni's email for props. The students are responsible to move the props.

- Director's Report:
 - Drum line (Indoor Percussion) has picked out their show and would like to purchase now for \$1200 (\$720 & \$480) (\$1250 in budget for Dec.).
 - **MOTION** by Melissa Alvillar to approve purchasing the show now, second by Jessica Hirmas

- Senior Night: JV game @ 4 pm. Visitor ticket booth volunteers need to arrive at 3 pm.
 - The band has received approval for an extra 3 minutes at half-time. No middle schools are able to attend.
 - 17 Seniors: One at a time, Seniors will meet their parent/family member at the 50 yard line and JR DuBroy will take pictures on the field.
- Richland Carnival scheduled for 10/21/17, performance at 12 pm, call time at 10 am. This is for all the Marching Band members with just instruments, no props. The band will be back at MHHS at 2 pm for pick up. Rehearsal will be 5-9 pm that same night.
- 8th graders have been invited to Friends and Family/Chili Alliance Cook-Off. The MHHS Music Boosters will provide hot chocolate and cookies. Mr. Coughlin will follow up with WPMS, SMMS, and Double Peak.
- Spring trip:
 - Option 1: Hollywood Universal Studios
 - Day 1: Perform in a Hollywood festival in am, then Universal Studios the rest of the day
 - Day 2: Disney Park Hopper
 - Day 3: Open (possible museum and/or performance)
 - Cost: Hotel \$325 ea., \$100 ea. For Disney workshop, festival, and park admission, and transportation. The original estimate was \$500 per student; it has been revised to \$600 per student.
 - Option 2: Anaheim/Disneyland/California Adventure (no trip into Hollywood). Students would participate in the Disney Soundtrack or theater workshop. Currently no breakdown by day is available. Cost is unknown at this time
- District Pre-Festival scheduled for Feb. 20, 21, & 23, MHHS is hosting this event. Warm-up space and hospitality will need to be provided.
- San Diego Wind Composer Festival scheduled for March 24 and will be held in Redwood Hall. Warm-up space, hospitality, and full concessions will need to be provided.
- An anonymous donation of \$5000 was received. This money will be used to contribute to the purchase of a marimba. The cost of the marimba is \$7500. The marimba will be leased to own with a \$5000 down payment and will be paid in full within one year. Mr. Coughlin will begin the paperwork.
- District Facilities will soon begin building the recording studios in room 235 and practice room A. This is scheduled to be completed in Dec. this year. New built-in storage will also be added to the locker room.
- Mr. Tramm: No further comments
- Open forum: No comments

Meeting adjourned at 6:30 pm

Next General Band Parent Booster Meeting Wed. Nov. 1, originally scheduled 5:30-6:30 pm has changed to 6:30-7:30 pm.

Next Band Booster Board Meeting originally scheduled Tues. Nov. 7, 5-6 pm has been changed to Thurs. Nov. 9, 5-6 pm.

Meeting Minutes recorded by Sherry Schwab, Secretary