

## Sycamore Music Boosters

November 20, 2014

In attendance: Lisa Smith, Ken Olson, Bob Atkins, Tom Petit, Brian Jungmann, Madelyn Anderson, Les Hecht, Deb Loitz, Amy Cuthbert, Scott Mertens, Kristine Mertens, Kristen Selig, Amy Tonaki, Peggy Diemer, Kathy Reuter, Janet Olson, Jeanne Flaherty, Melissa Marberry

President Ken Olson welcomed everyone to the meeting. Introductions were made around the table.

2. Approval of the Agenda – One adjustment to add the MS Choir money request. On motion by Bob, seconded by Kathy. The agenda was approved as amended.
3. Approval of the Minutes from the Oct 2014, the minutes were amended under ANTR, MVP wanted \$300 to run the bar, scratch \$300 for the deposit. On a motion by Bob, seconded by Lisa the minutes were approved as amended.
4. Treasurers Report – October 16, 2014-November 20, 2014.  
Notes: Last month's booth rental returned deposit and bank fee has been covered. Received a \$250 sponsor check for ANTR, Carmines fundraiser check for \$337 and check for \$500 from Kohl's. The raffle tickets that were being sold have been turned in and we should receive a check for \$304.00. A check was issued to a vendor for reimbursement of booth spaces and income to booth rental has been adjusted. Vendor has been participating in craft fair for many years and had to cancel due to health issues. Amy was able to fill the booth spaces.
  - Deposits: \$21,841.25 for Craft fair booth space, donations, admissions, concessions, pie sales, ANTR sponsor, Carmines fundraiser and the Kohl's donation. Deposit of \$3,038.00 was also made and does not appear as income as it is a credit against expenses with the return of craft fair working funds and the band fee for a returned deposit.
  - Expenses: \$25,596.54 total. Craft fair expenses of \$10,915.18 for contract pay, concessions, advertising, Northern Illinois Disposal, misc. supplies and Sycamore Pumpkin Festival craft fair working funds \$3,030.00, KSO 858.00 4<sup>th</sup> grade field trip, \$140.00 ILMEA for elementary students, SHS Musical \$1,000.00, Sycamore School District \$8,991.86 for band trailer and supplies plus \$174.50 for West music, Joe Godinsky reimbursement for \$357.00 for Constant Contact, ANTR facility deposit of \$100.00 and \$30.00 to Provident Direct for printing. Peggy has a bigger breakdown for the Craft Fair if anyone would like to see that information.
  - Account Balances:
    - IL Credit Unions Savings: \$25.21
    - IL Credit Union CD: \$5,011.31
    - NB&T Checking: \$84,254.00

Outstanding deposits and expenses: No known deposits that Peggy is aware of. Scott is aware of deposits from the Castle Challenge, and late parent deposits. Expenses from Sycamore School District for Craft fair custodial fees, usually around \$3,000, invoice for band trailer detailing and \$140.00 in advertising charges from the Orange Peel Gazette. Craft Fair, Amy had some expenses for mailing.

Craft fair review- Cathy Lohse

Attendance Sat 4,786, Sun 1,570 Total 6,356

On a motion by Kathy R, seconded by Deb, the Treasurer's report approved

Budget Committee meeting- Lisa, Ken, Peggy at PJs in Sycamore Dec 18. There is no general meeting Dec 18.

5. Music Department
  - A. Scott Mertens
    - ILMEA a total of 78 students were selected. Orchestra, Choir, Band this Sat Nov 22 at DeKalb High School. Middle School 4:00pm, Orchestra 5:30pm, Band 7:00 pm

- Upcoming Events Sun Nov 23 All elementary choirs at Chicago Wolves game, Dec 3 Choir concert, Dec 10, SHS bands, 12&13 Madrigals, 15 Orchestra (4<sup>th</sup> grade, 5<sup>th</sup> grad, MS jazz strings, HS orchestras), Dec 16, Elementary/middle school choirs
- All State participants will be names first week of Dec.
- NI Big 12 Choir Festivals at SHS, Tues. March 10<sup>th</sup>, 2015.

C. Proposal from Mr. Eggleston for food and lodging for NI Big 12 Choir Festival

- \$100 food for Directors and Accompanists, this would include lunch and dinner
- Roughly \$120-150 for lodging. One director is coming from Ripon College ~3.5 hours away. In the past there has been inclement weather
- Total \$250 for lodging and food costs.
- Food concessions for lunch and dinner for the students ~216 student participants.
- There was discussion about a possible Hospitality room, lite coffee and bagels from Shawn's in the morning.
- Final request \$350 for food, lodging, and a Hospitality room.

Madrigal Ticket Sales the cost is, \$27 through Sat. \$30 after, there will be gluten free choices, \$10 for the show only

Faculty presentation- Mrs. Tonaki and Ms. Marberry Elementary and MS Orchestra.

- They discussed the schedules, how the middle students see them as a team. Nov 11 there was a concert with Service songs and photos of those who served.
- Jazz strings practice once a week before school.
- The first elementary concert will be in Dec with the MS Jazz Strings. 19 MS students made ILMEA. There is a new website for parents and they send a monthly newsletter for Elem and MS.
- In order to get the MS students to practice they put on a 'practice-a-thon' between the 6<sup>th</sup>, 7<sup>th</sup> and 8<sup>th</sup> graders it was quite competitive. There are spirit wear order forms available. Other incentives are star-charts for practice, this works well for 4/5 grades the more stars how quick they are learning. Numbers- MS ~30/grade, 5<sup>th</sup> grade 35, 4<sup>th</sup> grade 60, they are grouped as North/North Grove and West/South Prairie/East to practice as groups.

B. Middle School Choir workshop with Tim Blickhan, the 6<sup>th</sup> grade performed Tim's song and it went well.

On a motion by Lisa, seconded by Bob there was a motion to pay the \$100 for the workshop.

6. Craft Fair

- Amy was calling folks for vendor info, a discussion followed about putting a list on the website as the fair approached. Several issues with a list were mentioned and at this time lists of vendors for the website will not be collected.
- Bryan-Friday night was a little off but overall things went well. The Health Inspector was a later than expected so items were being sold while the inspection as going on. Next year there will be a new inspector but this is a Pumpkin Fest issue since the inspector has to visit all of the vendors. There were a number of pies left, it seemed folks were being more selective about what they bought. A short discussion followed about vendors selling baked goods and if that is what made a dent in the pie sales.

7. ANTR

- Marga and Reggie Thomas are confirmed.
- Lori Grant will take care of the parent letters. They will be out shortly.
- Blumen Garden's will cost \$450 less than the usual charge. We have our first sponsor.
- Tickets will be sold at upcoming concerts, \$25 each. Choir, Dec 3; Band Dec 10; Orch, Dec 15; MS/El Choir, Dec 16 the choir Sing-along, Lisa volunteered.
- MVP will be \$300, she needs a contract/deposit. Larry said we should try not to run the bar. Food Nancy is half in; we will need to make sure we have enough serving items, we do not have our own. A suggestion was made to rent it from Maryanne.
- Tom has the recipes and will have volunteers set up. We will get meatballs from the Country Store.
- The first week in Jan for the chocolate fountain, it may be double the cost.

- Letter to the corporate sponsors is ready to go out.
  - There will be another ANTR meeting in Jan.
8. Hall of Fame- 3 nominations, there may be more
- Information is going out soon with names
  - There will be program Feb 14 in the afternoon, we need to make sure folks are available
  - Is there any interest in switching out the display during the year
  - We can put more in the Music Boosters display case and switch thing out during the year.
9. Promotional activities
- Video nothing, new
  - The table display is done and was available for the Craft Fair
  - Concert presentation Dec 3, Choir, Jeanne; Dec 10, band, Ken; Dec 15, Orchestra, Ken; Dec 15, Elem/MS choir Mrs. Mertens.
  - Inserts will be in the Dec concert programs.
  - The after concert receptions are on hold until after the first of the year.
10. Newsletter
- The most recent newsletter through Constant Contact loaded directly on smart phone and tablets, with out clicking on additional links.
  - Another will be sent in Jan.
  - There is a calendar for the district but not for the music department web page.
11. PR/Website/Social Media
- Press releases will be sent for ILMEA.
12. Smaller Fundraisers follow up from prior meeting.
- Culvers pushed back until March after ANTR
  - Carmines fundraiser was good.
13. Scholarship program- No report
14. Next general meeting, January 15, 2015. Budget meeting Dec 18, 2014. On a motion by Bob, seconded by Lisa. The meeting was adjourned.