

Sycamore Music Boosters

September 17, 2015

In attendance: Ken Olson, Bob Atkins, Scott Mertens, Lisa Smith, Peggy Diemer, Kristine Mertens, Amy Cuthbert, Deb Loitz, Cindy Prebil, Patricia Walker, Keith Walker, Kristine Ohman, Les Hecht, Cathy Lohse

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

2. Approval of the Agenda –Ken asked for the agenda to be reordered move T-shirts and Newsletter/PR/Website/Social media to after the music department presentation. On motion by Bob, seconded by Peggy. The reordered agenda was approved.
3. Approval of the Minutes from Aug 2015. In the treasurer's report please change April to May for the reporting date, please strike line *Expenses: Hope to receive a check from Carmine's Subs for the fundraiser held on 4/28/15*, and change the years on *in 2013 yet billed in 2014* to years 2014 to 2015. On a motion by Lisa, seconded by Bob. The revised minutes were approved.
4. Treasurer's Report –Aug 21-September 17, 2015.
 - Notes: A few scholarship checks still outstanding and Lisa Smith has contacted the families to have checks returned. (Emails were sent to the families and no response, another contact will be sent and the families will be given 30 days to return the checks). If \$he checks need to be voided, we may ask the families to pay the stop payment fee of \$31.78. The bank has already waived the stop payment fee for a scholarship check that was lost earlier this summer. Received a returned vendor deposit. The vendor has contacted Amy Cuthbert and will be making reimbursement. I have the FMSC raffle tickets to see if anyone is interested in purchasing, \$20 for 1 or \$100 for 6. The cash prize is \$10,000. Music Boosters gets \$8 for every ticket we sell.
 - Deposits: NB & T \$1.85 interest and craft fair vendor deposits of \$13,880.00
 - Expenses: Returned vendor check \$150 plus \$7.11 service fee, Pumpkin Fest Committee \$82.50 registration fee, Lisa Smith \$86.34 for picnic meeting food & supplies and Sycamore District \$20,487.42 for printing services, NI Big 12 Festival, Band Superstate transportation, awards, 2014 and 2015 music department expenses and major purchase of choral risers. Total expenses \$20,813.37
 - Account Balances:
 - IL Credit Unions Savings: \$25.21
 - IL Credit Union CD: \$10,044.77
 - NB&T Checking: \$62,716.91
 - Outstanding deposits: Craft Fair Vendor Deposits, Peggy received an envelop of checks from Amy to deposit.
 - Outstanding Expenses: Craft fair general expenses for postcards, Deb Loitz for printing, invoices.

On a motion by Bob, seconded by Deb the Treasurer's report was approved.

5. Music Department

- Scott Mertens-Music Department Update.
 - Music Dept had its first meeting today
 - Drayton is going to try and get funds to pay for the NI Big Choir Festival

- The music department purchased 1/8 size bass, 4 cello bows, 4 keyboards, more storage for SHS percussion, MS bass clarinet, MS choir folders, "C" contra bass bar, a rolling gong stand, additional bassoon (a Fox student model), Music Dept spent slightly less than their allocation, more ideas?
- Castle Challenge on Friday might get use of the rain jackets
- Dates: Sept 25, Eighth grade students a SHS football; Sept 27, Rochelle Field Show
- Oct 5, ILMEA orchestra try outs; Oct 7, Homecoming Parade
- Oct 9, Homecoming game against Yorkville; Oct 10, ILMEA Orchestra/Choir
- Oct 11, Marengo Field Show; Oct 12, SHS Orchestra Concert
- Oct 15, Elementary and SHS choir festival with guest clinician

Presentation: Middle School Bands

- Mr. Mertens is in his 19th year in Sycamore and 10th year with all SMS bands, also works with SHS Jazz Band.
- SMS has 120 students (grades 6, 7, 8) with 100 more signing up in the elementary schools. More continued from 5th to 6th grade this year.
- Each group has 3 concerts, fall, winter and spring.
- November a combined 6, 7, 8 concert. In January The Collage Concert with grades 5, 8, SHS Symphonic band performing. There will be a 6/7 concert in the spring and 7/8 in April.
- The students take a 6 Flags trip after a day with a clinician
- The students will be marching in the Sycamore Memorial Day parade and color guard is also being offered too.
- The number of SHS student is up this year to 95 in the band and a total of 160 instrumental.
- The SHS jazz band will have their Jazz night April 14.
- There will be a coffee house theme at SMS the Middle school jazz band, jazz strings and choir
- This year's band schedule at SMS is much better with 42 minutes for band. It is easier to pull grades 7/8 for sectionals during homeroom and half of lunch. Other programs like Nequa Valley do this and it works out well.
- As part of his Professional Educator Administrator endorsement Scott worked on retention when students change school buildings in the district. Students leave band after 5th with the transition to middle school and after 8th with transition to the high school. To alleviate this for transition from 5 to 6 he takes them on mini tours of the middle school when they are rehearsing at the middle school for the combined elementary bands.

7a. Publicity -Not much yet.

- Music Hall of Fame nominations Oct 1
- Craft Fair and posters for Craft Fair
- Website – need someone to be an Admin backup
- Newsletter – The Constant Contact account is coming due. There was a slight increase in cost due to the tax. We will be short \$18 for the last payment. We still have much on contacts we can use perhaps for the craft fair. We can keep the vendor list separate.
- We do need a backup person and Deb volunteered.
- Do we wish to renew? There is an increase in cost and tax. It will be about \$360. We will go and renew, share the password with the back up, and send the letter for the tax exemption.

- We need to gather up new emails and need the new 5th student's information. Cathy Reuter is sending lists to generate labels and those lists should be shared with Joe.

6c. Fundraisers-T-shirts

- Spirit wear as a fundraiser will it be ready for the Craft Fair?
- T-shirts, hoodies, string backpacks, car decals were proposed.
- There was short discussion about two sales ideas:
 - have parents and others pre-order and we order only slightly more than needed
 - order ahead and store the items.
- Pre-order costs are ~ \$8-9 t-shirts, \$18-20 hoodies, \$5-6 bags and \$3-5 for decals.
- Examples will be ready for the Craft Fair.
- For decals we are looking about \$1.45 each for order of 100.

A motion was made by Deb and seconded by Bob to spend up to \$300 to support purchase of sample T-shirts, hoodies, decals for the fundraiser and most of the items will be on a pre-order basis. The motion was passed.

Fundraisers

6a. Craft Fair

- All applications for the vendors have been vetted and about 7 vendors are not a good fit for the Craft Fair.
- A few calls and emails were sent and we will get a few last minute booths.
- There was a short discussion about an extra fee for late adds.
- Additional flyers are being sent out and flyers will be given out at the craft fair in Rockford, Sept 18/19.
- Craft Fair committee met Sept 1 and all on the committee attend. Brian is ready for the food, there is a new Pumpkin Fest committee and Health inspector and this years fee is different, by the day for permitting the concession, the insurance was cut letter from the school, the walkie talkies are in place, the safe is ready and Peggy has the contracts prepared.
- Cathy Reuter creating a up sign in SignUp Genius for volunteers and will put this up, about 3 weeks ahead of time, Sunday Oct 4, 2015, at 8:00am.
- Cathy is also working on the mailing list.

6.b ANTR - had a meeting Aug. 9th

- Venue cost has been in negotiation, the first few years it was \$318, then \$450. Bob met with Joel and Blumen Gardens wants to increase to \$2400 over 2 years.
- Bob is trying to negotiate a gradual increase over several years.
- Additional locations have been considered, Fargo, St. Marys, and Blumen Gardens using a smaller area.
- Next meeting Sept 20 at the Kris Selig's 1119 Yorkshire Dr., Sycamore

6.c Small fundraiser ideas-

- Raffle with "Feed My Starving Children" Peggy has the tickets to be sold (see Treasurer's report above).
- "Just Make it happen" CD Sales? May put the table by the ticket area, before the 1st booth, or out by the concessions. Boosters also agreed to sell CD's from the local jazz group, Just Make it Happen at the booster table during the craft fair. Ten dollars will go to Music Boosters for every \$20.00 CD that is sold.
- T-shirts (see above)

7.b Booster Promotion at Concerts

- More discussion at the next meeting, someone will talk with Ken Tonaki about saying something at the Oct 12 orchestra concert.

8. Hall of Fame
 - No nominations yet.
9. Scholarships
 - No report.
10. Wurlitzer Grant Application-
 - The application put forward for a new Sousaphone and case was passed around for those who wished to look it over.
11. Auditorium
 - The space study scheduled for Sept is not done yet.
12. Elections May 2016 _ President, Vice President, and Secretary
13. Next general meeting October 15, 2015.

On a motion by Bob, seconded by Cathy. The meeting was adjourned.