

PLAINFIELD MIDDLE SCHOOL BAND BOOSTERS

NOVEMBER 18, 2008

In attendance: Jeff Sager, Justin Koszarek, Karley VanKley, Marybeth Miller, Darcie Condon, Kristen Emerson, Sharon Long, JJ Fleming, Michelle Burgess, Jeanette Soebbing, Cheryl Schmuhl, Jeanine Marco, Heather Reddout

EXECUTIVE MEETING

Meeting called to order at 6:08 PM.

Move to accept minutes by Darcie Condon, seconded by Marybeth Miller. Ayes have it at 6:08 PM

Treasurer Report at 6:09 PM

The cookie dough sale brought in \$56,000. We get about 45%. Net profit was \$22, 590. On spreadsheet it is shown as income right now, but we still haven't written the check yet for the vendor. We are a bit below budget (\$25,000) Jeff and Sharon will work out some issues with the money.

We need to have directors check funds and carryover money to make sure it is correct.

New Business:

Cookie Dough:

Jeanine and Lisa have lined up help. Kids can help if parents are present. Jeanine reports that e have about 19 helpers for first thing in the morning, and about 7 for the 10:30- 1:30 time slot, so we are a bit short for the second half. It is discussed that be may be able to enlist Plainfield North High School students who need senior volunteer hours, or the members of the Wildcat Club at Plainfield Central who are also looking for some service hours. Jeanine is still making some calls to line up parent volunteers, but is ok with service hours for high school students. Sharon has the contact information for the Wildcat Club, and Jeanine will check with her. Jeanine also has friends from her son's church group who are looking for service hours.

Jeanette points out that sometimes we have to many hands. We really need more people in the morning to help unload the cookie dough.

We need at least one person to be at each flavor. There are 14 flavors. We need one person to handle the candy prizes. Extras can help load up people's cars. Directors need to be at the school table. The students get their order sheets from the directors there, and any prizes.

We haven't had much response from elementary school band directors.

We also need to have people at the exit door to double check orders as people leave.

Delivery of dough is at 8 AM. We need to have set up the tables the evening before. We want the tables set up in a U shape around the room.

We need two new signs for the two new flavors of cookie dough. Darcie Condon will make those.

We will have old large t-shirts for prizes, and 320 candy pull prizes, with 203 cash prizes. Each school has cash prizes consisting of one \$25 prize, three \$10 prizes, five \$5 prizes, and 20 \$1.00 prizes. These will be put in envelopes with the cash amount written on the front. Each school has their own box prize box. For each 5 units sold, the student can pick a piece of paper from the box- it will say either candy or money for their prize.

For refreshments we will have some coffee, about 3 ½ dozen cans of soda pop, and 30 bottles of water. There will be lunch provided for those who stay all day. The owner of Jimmy John's in Shorewood used to be band director at Timber Ridge. We'll be ordering lunch from him.

Lisa and Jeanine can cover the booster shop.

Sharon has the top three seller placements for each school. Drauden Point has a tie for 1st, and they will be splitting up the money for first and second place. First place winners receive \$100, second place receive \$75, and third place sellers receiver \$50.

The custodian will be at Timber Ridge by 7:30 AM, volunteers are to report around 7:45 AM. We should be done by 1:00 PM, but volunteers should stay until 1:30 for the stragglers who come at the last minute. The building will be open to us until 2:30 PM. We will have access to the kitchen for any leftover dough.

There should be no charge for Timber Ridge hosting the pickup.

We should see if the principal can do a Connect-Ed call to remind parents about pickup.

The change in time and location of pickup was not caught for all parents- one Indian Trail parent was questioning when pickup was switched from Thursday to Saturday- interesting to note that this parent contacted Jeanine instead of their child's director.

We need to have a spreadsheet of members handy at pickup so we can hand out the stickers to those members who have not received theirs yet. We can give directors a stack of stickers to keep at their table.

Treasurer Position:

Charlene is no longer a co-Treasurer and we need to get her off of the account, because we still need her signature on checks. This need to get one this week. Everything will transition to Sharon. Annette knows a parent, Karen Ley, who is interested in helping with the treasurer position. She has previous experience as a treasurer for a school district in Aurora.

Jeff is handling tax forms. He would like to see Karen take over that role. Her previous experience dealt with an accounting firm to handle tax recording.

We need a change in flow so directors are getting checks more frequently. Jeff and Sharon will meet

more often to get that done.

It is discussed that check requests need to be in to Sharon by December 15th. Jeanette suggests to get them done by Dec. 5th to give us a week to get the checks to directors before they leave Dec. 17-19th for a conference. Jeff suggests directors submit by e-mail and get them in by Dec. 10th. It's the distribution of the checks that takes time. If the checks go out on Friday via interoffice mail then directors will get them by Monday or Tuesday. It is agreed that check requests be in by noon on the 10th. Sharon and Jeff will meet on the 11th or 12th, and Jeff or his wife will get the checks into the mail.

Charlene was supposed to set up e-mail for the treasurer so the address is treasurer@plainfieldbandboosters.org, but Sharon is getting mail to her personal e-mail. Jeff wants to get that set up, then all mail will be on one computer.

Spring Schedule:

Solo and Ensemble will be in February. This will be done through Annette at Drauden Point. Annette gets approval from the school. We need to coordinate with kitchen help. We need to get a menu, food, and set prices. Last year we got Papa Murphey's Pizza and the kitchen help baked as needed. Main Booster work will be serving food.

Candy Sale:

Jeff got an e-mail from Worlds Finest Chocolate.. Do we want to hear their pitch . JFK needs to do the sale for their trip. They noticed that the candy we've sold is smaller this year. Michelle finds that Worlds Finest sells better. Steve would match profitability. Darcie wants to avoid name brands but it's a little late in the season to change vendors now. We can decide on World's Best Chocolates for next year's candy sale, and maybe have them come to the April or May meeting.

Funds Carryover

We don't have many in attendance tonight, so we won't get too much into the carryover topic. Discuss maybe getting \$15,000 for start up written into the by-laws. Karley says we can pay for 1/2 of something with carryover funds and then pay the rest later through installments (through Quinlan and Fabish.) Karley will let directors know what we can do installments with Quinlan and Fabish for instruments.

We can technically carry over funds, but when we file taxes, they want to know why we have more money. If we have more money, we get looked at more. We want to keep our not for profit status and not get hassled.

Other needs for carryover funds include summer expenses and repairs.

Jeff can look into our fiscal year more- is it September to August, or October to September?

Darcie states its difficult to end up with a balance of \$0. Jeff says a little carryover is fine.

Timber Ridge uses Booster money for buses but we don't get the bill until summer. Carryover funds will help with that. We will discuss this topic more when more people are present.

Sad news:

Valerie called Darcie to let us know that Bob's mother passed away today. Our sympathies are with the Pages.

GENERAL MEETING:

Called to order 7:05 PM.

Jeff reads Aux Sable and Ridge/Wesmere director's reports (to follow.)

Ridge/ Wesmere:

Ridge Holiday Concert 12/4/08 at 7:00 PM

Wesmere Holiday Concert 12/16/08 at 6:30 PM

Lindsay will not be returning to work after Thanksgiving break, so her long-term substitute will be taking over at that point. She will still be checking her email, but as of that point, she's out until February.

Aux Sable:

Aux Sable is still here, 6th grade has their first concert tomorrow at 7:00. The 7th and 8th graders are preparing for theirs on December the 3rd with choir. Everyone is rehearsing well. A few more students have dropped and a few have joined that have moved into our area. I have been approached by students that have dropped and would like to be back in band because they do not like enrichment. I have told them that they are welcome to come back at the new semester. We will see how that works out. Right now, we are looking forward to years to come and things are going to get very tight around here. I'm requesting 2 new sections of band to be added, but I have a feeling that they are going to fall on dead ears.

Kennedy:

IMEA festival as on 11/08/08. We had one student who made it on 1st clarinet. Her name is Alyssa Hibben.

We have a bowling outing on this Friday (11/21/08) at Brunswick Zone for our band choir and kids. We are also taking a trip to see Blue Man Group in Chicago on January 15th. We initially ordered two buses (last year as just one) but had to order a 3rd due to high demand. We still have waiting lists of kids who want to go.

We have several upcoming concerts Monday, December 8th will feature our 6th grade and jazz bands and choirs at PEHS Tuesday, December 9th will be our 7th and 8th grade band and choir concert, also at PEHS.

Charles Reed:

Charles Reed is preparing for their upcoming Dec. 16th concert at PSHS at 6 PM. This concert is combined with our Charles Reed Cougar Chorus. We are doing a Coldstone Fundraiser after our Dec. 16th concert. Band students and families simply bring their program to Coldstone and the band gets to keep 20% of sales for the evening.

Band is progressing at a good rate working on strong embouchures and playing phrases.

Students are looking forward to receiving their Charles Reed Cougar band t-shirts.

The Charles Reed band will be attending the PSHS November band concert as a group to support our Blue House high school band and to motivate our young band students to continue with their instruments.

Timber Ridge:

Rena Tondini is our student teacher from UIUC and will be with us until our Winter Break.

All four concert ensembles are preparing for the Tuesday, December 9th Holiday Concert at TRMS at 7:00 PM.

Jazz Band and Combo are meeting 3 times a week. The first performance will be Monday, December 15th at PCHS along with the high school jazz band and Indian Trail.

Solo and Ensemble information goes out tomorrow.

IMEA participants: Matt Cerbin- Jazz at Traugber Junior High School November 1st.
Skylar Lipman- Concert at Waubonsie Valley High School November 8th.
Cassie Long- Concert at Waubonsie Valley High School November 8th.

Indian Trail:

All bands are doing well.

Jazz band is going well and will be performing at PCHS on Dec. 15th at their "Jingle Jazz Concert" with Timber Ridge.

Jazz Band II/Lab Band is under way as well. All 6th graders may or may not perform.

(Indian Trail cont.)

Cookie Dough pick up this Saturday.

Holiday Concert December 16th at 7:30 PM with choir.

Solo and Ensemble music and information will go out before December.

Heritage Grove:

Gave 6th grade concert on half day.

Concert coming up on December 4th is 6th grade, 7th grade, 8th grade and jazz.

Students signing up for solo and ensemble soon.

Got IGSMMA information today so will be finalizing dates.

Jazz band up and running 35 strong. All rehearsal in morning at 6:55- working out great!

Darcie has a real Kwanzaa piece if anyone is interested.

Ira Jones:

Our first concert of the year to tomorrow night (11/19/08) at 7:00 PM in the gym. It will feature the 6th, 7th, and 8th grade bands as well as our percussion ensemble and a brass quartet playing the Star Spangled Banner as requested by the school district.

The Jazz band will be going to Walker's Grove Elementary School to perform with the 5th grade band on January 14th.

Solo and Ensemble music has begun going home with students with more music being ordered.

Have purchased a Baritone Saxophone through Quinlan and Fabish.

Drauden Point:

6th grade and Jazz band concert is December 3rd.

7th and 8th grade band concert is December 10th.

The Jazz band is playing from 9-10 AM at the Breakfast with Santa at Wesmere on December 6th.

The Jazz band is playing from 6- 6:45 at the Santa's Workshop at Drauden on December 12th.

End of Director Reports

Cheryl mentions that Coldstone Creamery will also do a fundraiser when they come to your venue and sell ice cream for \$5.00 a sundae. We get to keep \$1.00

Move to adjourn approved at 7:17 PM