

## STMAA BOARD MEETING MINUTES NOVEMBER 5, 2007

The meeting was called to order by the President, Jon Reinke at 7pm at the STHS library. In attendance were Jon Reinke, Keith Swenson, Mike Murphy, Richard Pettit, Julie Bounds and Coleen Bolton.

### Welcome

Jon welcomed us to the meeting and informed us that Joe DeCarlo had recently resigned as volunteer chairperson.

### Minutes

The minutes from Oct. have been approved as posted. Motion was made by Keith and Richard seconded to approve the minutes.

### Committee Reports

#### Band Director

Julie reviewed the upcoming events with Jazz and Marching Band, including the L.A. trip, winter concert, fall play and upcoming fundraisers.

#### Presidents

Jon had no report, except to mention that Elizabeth's husband is in the hospital and she will not be able to attend the L.A. trip.

#### Equipment

The chimes have broken, but have been patched together for the L.A. trip., afterwards will be useless. We will not be taking the trailer or golf cart to L.A. and we need 14 people to move equipment onto the field.

#### Food

No report, as Kerry is not here.

#### Fundraising

Julie mentioned that the choir and drama are much more active than band in the coupon book sales. There is a definite lack of band participation on coupon book sales. There are two fundraisers coming up, the coffee and See's candy. These are good as there is no upfront expense. A motion was made by Keith and seconded by Richard to approve these other fundraisers.

Suggestion was made to split profit 50/50 with the individual account and general account, this idea was motioned by Keith and seconded by Richard, to do this profit sharing.

Julie will report to the board regarding the Barns and Noble fundraiser.

#### Historian

Mike is working with the editor of the Blossom Valley times in getting a press pass. He mentioned that we need to make a thank you list for all volunteers and staff for this year, and make sure everyone is appreciated.

#### Volunteer Hub

Keith passed a list around as to who has signed up and how it has worked so far. There were a few glitches, namely not knowing who else has signed up for an event. Keith and Jon are working on these. Overall it seems to be working. We need to in the future budget the \$30 monthly expense for the use of the site.

#### Treasurer

Richard reviewed a detailed balance sheet of our current expenses and current cash flow problems. We are short \$17,000 minimum to have funds available for future use. He has

started a collection letter and e-mail process to all the families who have yet to contribute or who have only contributed a minor amount toward their balance. Julie indicated she needed the names of those students so she can make the immediate request that they start selling coupon books.

One of the problems occurred from last spring when Julie estimated we would have 120 enrolled on Marching band and only 100 signed up, and the band fees were set from the higher number.

Jon reviewed the budget and discussed how we can shrink costs., such as have students pay their own lunch on Friday rather than the funds come from STMAA.

Due to cash flow issues, two board members have had to cover large expenses coming up for the L.A. trip on their personal credit cards. I suggested we look into a STMAA credit card for future large expenses, and for ease of purchasing supplies as needed.

#### New Business

##### STMAA Insurance

The insurance renewal now due is \$415 and will cover general liability and property damage. Should we get Bond insurance it would be \$160 and property insurance \$130.

Discussion was made that we should renew what we have and look at other options in the future.

##### L.A. Schedule/Info

Jon discussed drivers to L.A. and back. The hotel plans are set and chaperones should sign up on Volunteer Hub. Chaperones should be at the hotel when the bands bus arrives as Jon wants to assign students to chaperones at that time.

Julie mentioned the district policy regarding drug use and should any student be caught with drugs, she will contact the police and have the student arrested and held until their parents arrive to pick them up.

Jon said the band gets a certain number of tickets to the performance and he is taking a list of who wants tickets.

##### Performing arts yearbook

Due to the late time, discussion of the yearbook will be postponed to a later date.

The meeting was adjourned at 9:05pm.

Respectfully submitted,

Coleen Bolton  
Secretary