

STMAA BOARD MEETING MINUTES JANUARY 7, 2008

The meeting was called to order at 7:10pm by the President Jon Reinke at STHS Library. In attendance were Jon Reinke, Keith Swenson, Mike Murphy, Richard Pettit, Elizabeth Heyenga, Coleen Bolton, and Julie Bounds.

Minutes

The minutes from the last meeting were reviewed and no changes were made. They were approved.

Banquet

The annual awards banquet will be held this Friday, January 11. at the LDS church at 7pm. We do not have an awards chair. We need tablecloths, decorations, video projector, and an agenda. Some of the kids are organizing a video presentation, and may use the performance from the Independence high school show. Julie is working on printing the certificates with nicknames. She will order the pins, and look into costs. There should be around 200 people at the event. Julie will send out a flyer with what each classes is to bring. The freshman will bring desserts, the sophomores will bring side dishes, the juniors will bring main dishes and the seniors will bring beverages. Elizabeth will communicate with Jon as to how many tables will be needed so she can purchase the tablecloths. She will bring a flyer with a fundraiser for the band, this being selling mugs with the band photo on the mug. She estimates the mugs will sell for \$9.99. with half of that going to the band. Jon will contact Kerry and see if there are paper products we can use, to avoid purchasing more than we need.

Franchise tax board

When STMAA was originally formed when the paperwork that was originally filed it did not include forms for the Franchise tax board, although the IRS was informed that we are tax-exempt non-profit. Jon and Richard have been working with the tax board to clear this up and have filed the paperwork to notify the tax board and that no back taxes are due.

Treasurer's report

Richard presented the bank balance, which is just over \$13,000 in the Bank of America account. However, we have not received invoices for the bus transportation, which will take a large portion of the funds. This month there is a payment due from the band students (from all classes), which total \$12,000 not including Jazz II & III, as Richard does not have a head count of those students. Julie will give him a class list. We have received from Barnes and Noble fundraiser \$76, and from Baja Fresh \$346. We all agreed that there should be on going restaurant fundraising throughout the year, we just need a fundraising chair to coordinate everything.

Band director's report

Julie handed out a sheet with all upcoming events and if funds and/or volunteers are needed. The first big event is Jan. 26 with the ESUHSD Jazz festival. The event is free to us; we just need volunteers to drive students and equipment to and from Andrew Hill H.S. Next event on February 1 & 2 is the CMEA Jazz festival at West Valley College, the event is a fundraiser for us, as we get a \$500 kickback from the photographer for working the event. Drivers will be needed and 10 parents to supervise students working the event. Next is February 9 with the Campana Jazz Festival in Pleasanton. We need funds for buses, parent chaperones and possibly food for the students. Next is February 29 with the Chabot wind ensemble festival, we will need funds for buses and parent chaperones. Next is (tentative) March 18 for the ESUHSD Band festival, we will need parent chaperones for each bus and volunteers to transport equipment. Next is April 4 & 5 with the CMEA band festival at Evergreen H.S., Julie will approach STOPS and the district for the funds for the buses. We need parent chaperones and equipment movers. Next is Reno Jazz festival for April 25-27, this event is covered by the students. Next is May 21 for the Spring Concert which will be at Evergreen Valley H.S., we will need volunteers to transport students and equipment. Next is May 27 for the annual participation meeting for the next school year. Julie may move the meeting up a week. Finally on June 3rd is the Spring Jazz concert at West Valley college, we will need volunteers to transport students and equipment.

CARNIVAL

Jon will start laying out job categories, we will not have a separate food booth as this is just too hard to run and staff. We need to get other parents involved, from the other music/drama classes. His goal is to step back and focus on other stuff and have someone else take charge.

NEW BUSINESS

Jon said he needs to work on permanent records information, a calendar and description of jobs. He proposes to start collecting documents in March, have a committee do a review of the by-laws and make any proposals for changes as necessary. Keith said he will also help with this project, perhaps scanning documents and copying on to a CD. Jon said we need elections of new officers at the May meeting.

Julie said she is working on introducing different scenarios for the new budget, new priorities, new community support, new restructuring of the fundraising.

Jon made a motion that was seconded that there should be a committee organized to start working on the Memory Book for the music department. Several kids and parents have expressed interest in starting on this project.

The meeting was adjourned at 9:10pm.

Respectfully submitted,

Coleen Bolton
Secretary