



## MEETING MINUTES

### Band Boosters of Lake Zurich Board of Directors Meeting Tuesday, April 17, 2018

1. **Call to Order:** The meeting was called to order by Lori Schwartz at 7:01 pm.

2. **Attendees:**

Lori Schwartz , Paul Pike, Sheri Conover, Debbie Theys-Dice, Josh Thompson, Barb Antonoff, Catherine Halinski, Jim Ejupi, Donna Young, Laura Hurley, Elizabeth Miller, Chris Cranstoun, Mary Kalafut, Joanne Niermeyer

3. **Approval of Minutes:**

- March Meeting Minutes approved

4. **Old Business**

- Grant Application from Mr. Keilman for percussion instruments, cymbals and a rug
  - Totals over \$800.
  - He will be sending in invoice for payment by BBLZ.
  - He was the only grant application that was received.

5. **New Business**

- Parent Volunteer Form to be sent out before May 9 concert.
  - Beth and Nina working with Lori to send out
- Student Accounts – Will be coordinated by Karen Kasregis next year
- Open –
  - Buzz Book Coordinator (May-Oct) – have incoming freshman parent to help with sending out emails to current advertisers
    - Still need another to help coordinate / manipulate high school info
  - Jazz by the Lake Coordinator (Feb)
  - Summer Band Camp Assistance (graduating-Marilen Krause)
  - Solo & Ensemble Coordinator (graduating-Mary Madsen / Linda Kramer)
  - Secretary (throughout the year) – Lynne graduating
  - Great Lakes Scrip Program – Lynne graduating
- Shadows –
  - Uniforms Shadow – Kathy has one year left
    - Uniform fitting financials and recording keeping

6. **Band Director's Report**

- **Upcoming 2018/2019 school year**

- Applications out for Leaders next year
- Wind Ensemble is looking good for next year
- Jazz Ensembles are looking good for next year
- Incoming instruments 14 clarinets, no double reeds, no tubas, euphonium
  - Will need to switch some of the kids to different instruments
  - Lessons will become very important and the budget should be increased in this area to support this effort
- **May 9 – Band Concert**
  - Kids have been rehearsing hard for the final concert
  - Just received the commission piece about 1 week ago
- **Jazz band trip went great**
  - Kids really enjoyed volunteering
  - Loved sitting in with Steamboat Willie and playing
- **Memorial Day parade**
  - Day after graduation
  - Seniors are encouraged to come, march, and play
- **Email for 2020 trip**
  - Rome or London parade for New Years are possibilities

## 7. Financial Officer's Report:

- **Any questions on what you should be spending for event, please check with JoAnn BEFORE event**
- Overall – 1.24% of current budget has been obtained (YAY!!!!)
  - a. DVD sales are currently a little under projected right now
- Expenses:
  - a. 66% of budgeted
  - b. Both Solo and Ensemble and the Wind Ensemble Invitational were over budget
- 2018 – 2019 Budget
  - a. Reviewed the budget for next year
  - b. Everyone to review budget and we will finalize next meeting

## 8. Fundraising

- **Gift Cards**
  - Great Lakes Scrips ([shopwithscrip.com](http://shopwithscrip.com))
  - No new families registered
  - 12 people placed orders (both physical and escrip)
    - Highest earner for the month was **\$51.50** into their student account
  - Order totals:
    - \$282.18 placed into student accounts
    - \$25.00 placed into the general band fund
- **Hospitality**
  - Purchase cakes for the concert

- **Cheesecake and Coffee**
  - Sale will run through April 20
  - Next year will make sure Color Guard is included
  - We are selling cheesecakes from Gourmet Delights (<http://gourmetsdelight.com/classic/>) and coffee from I Have A Bean (<https://www.ihaveabean.com/>) . Your child will receive \$6 for every cheesecake that they sell and \$5 for every coffee that they sell. This will be a great addition to their account helping them with band expenses, such as band camp, the banquet and future trips
  - Delivery of the cheesecakes and coffee will be on Friday, May 4th right after school. We are looking for volunteers for the distribution day. Please contact me if you're interested in helping.
  - If you have any questions, please contact Barb Antonoff ([bt.antonoff@comcast.net](mailto:bt.antonoff@comcast.net)) or (847) 436 - 5637
  
- **DVDs**
  - DVD sales (\$1000) – additional \$240.00 for a total of \$780 to date
  - They will be distributed at the May concert
  
- **Car Wash**
  - Ejupi's will run the car wash again next year
  - Suggestion to sell car wash tickets before Band Camp
  
- **Buzz Books**
  - Create Buzz Book flyer to be given to Ryan Rubenstein before Spring Break
  - Still need another to help coordinate / manipulate high school info
  - Communicate with Ryan Rubenstein when need tables for events (residency, freshman orientation, open house for Buzz Book distribution)
  - Coordinate Residency Event volunteers
  - Create / Update excel spreadsheet for Buzz Book sales / create deposits for cash/checks to be given to treasurer
  - Work with printer to
    - confirm pricing for next year
    - review 'proof' once printing has been started
    - pick up final book for distribution
  - Create labels for Distribution
  - Work with front office to distribute if parents don't pick up buzz book - to go to 2nd period teachers
  
- **Yard signs**
  - No updates
  
- **Restaurant fundraiser**
  - No updates
  
- **Spirit Wear**

- Nothing new to report
- **Buttons**
  - Nothing new to report
- **Ornaments**
  - Nothing new to report
- **Poinsettias**
  - The poinsettia middle man are selling their business
  - Need to determine if we can go direct to the supplier
  - Donna will follow up with them to determine what our options will be for next year
- **Jazz By the Lake**
  - Done for the year

## 9. Wind Ensemble Invite

- Nothing new to report

## 10. Solo and Ensemble

- Nothing new to report

## 11. Newsletter

- Need information for the May 9th concert
- Cheesecake write up
- Uniform Sign up
- Car Wash
- Band Camp
- Football Games

## 12. Website

- **LakeZurichBandBoosters.com**
- Becky Ejupi has been updating – please take a look and give her feedback if you would like info put on – any updates – [rejupi@aol.com](mailto:rejupi@aol.com)
- If sending something to Becky, she can post it faster if she receives a text
- Tool to track the viewership, showed little traffic other than after promoting it through a meeting or notice
- Promote the income from JBTL or from Friends of BBLZ

## 13. Uniforms (Marching Band & Concert)

- Still need to order Hangers and additional Buttons

## 14. Band-O-Rama

- No updates

**Meeting Adjourned @ 8:10 pm**

- **Next Meeting: May 15, 2018 @ Time: 7:00 in the Band room**