



## MEETING MINUTES

### Band Boosters of Lake Zurich Board of Directors Meeting Tuesday, May 15, 2018

1. **Call to Order:** The meeting was called to order by Beth Slaughter at 7:00 pm.

2. **Attendees:**

Beth Slaughter , Paul Pike, Sheri Conover, Joanne Niermeyer,  
Elizabeth Miller, Jennifer Ginn, Nina Handland

3. **Approval of Minutes:**

- April Meeting Minutes approved

4. **Old Business**

- Grant Application from Mr. Keilman for percussion instruments, cymbals and a rug
  - Grant is paid
  - Need to obtain final invoice

5. **New Business**

- 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 – **Debbie is taking over**
- Shadows –
  - Uniforms Shadow – Kathy has one year left
    - Uniform fitting financials and recording keeping

6. **Band Director's Report**

- **Upcoming 2018/2019 school year**
  - Link to the google volunteer doc will be sent out with the band fittings email
- **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
- **Band Camp**
  - Should not be over \$215
  - Letter should be coming out shortly will all of the details
- **Budget:**
  - Asking to buy every child a band sweatshirt
  - To be used for outside practices & other events
  - Buy new for freshman every year
  - Possibly put the standard band logo on the sweatshirt
  - Will budget \$200 to have a guest composer come in to work with the concert groups
  - Josh says the current instruments are holding up well
  - We will keep the budget the same for having instructors to come in and work with the different groups
- **Rehearsing for graduation**
- **Rehearsing for marching band for memorial**
  - Need to purchase water and distribute at parade
- **Buzz Book Cover**
  - Haven't voted on Homecoming yet for later this year
  - Sheri will put out the poster for the design of the cover
  - Will wait a couple of weeks to see if there are any kids interested in designing it

## 7. Financial Officer's Report:

- **Any questions on what you should be spending for event, please check with JoAnn BEFORE event**
- Overall – all fundraising has been completed for this school year
  - a. DVD sales are currently a little under projected right now
- Expenses:
  - a. Finished under the projected budgeted amount
- 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
  - 10 people placed orders (both physical and escrip)
    - Highest earner for the month was **\$108.10** into their student account
  - Order totals:
    - \$327.91 placed into student accounts

- \$11.16 placed into the general band fund
- **Hospitality**
  - For the jazz concert there will be refreshments before the concert
- **Cheesecake and Coffee**
  - Totals: \$2,281 was deposited in student accounts
  - If you have any questions, please contact Barb Antonoff ([bt.antonoff@comcast.net](mailto:bt.antonoff@comcast.net)) or (847) 436 - 5637
- **DVDs**
  - All DVDs distributed
- **Car Wash**
  - Ejupi's will run the car wash again next year
  - Suggestion to sell car wash tickets before Band Camp
- **Buzz Books**
  - Cover Design for Book:
    - Posters will be put up for the students to design the cover
  - 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**
  - Order form will go out with the band uniform fittings schedule
  - Supplier is charging us the same amount as last year
  - Will be done and ready for distribution at band camp
  - Separate check will need to be written
  - Forms will be available at the band uniform fittings
- **Restaurant fundraiser**
  - No updates
- **Spirit Wear**

- May not offer anything next year as there was not a huge response last year
- **Buttons**
  - Nothing new to report
- **Ornaments**
  - Nothing new to report
- **Poinsettias**
  - Current supplier is going to cover the plants for this year, but next year we will need to figure out what our next steps are
- **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**

- Nothing new to report

#### **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
- Domain has been paid for 3 years
- Website maintenance has been paid for 2 years

#### **13. Uniforms (Marching Band & Concert)**

- Still need to order Hangers and additional Buttons
- Uniform fittings for the 2018 – 2019 school year
  - Tuesday, 6/12/18 8am - Noon
  - Wednesday, 6/13/18 8am - Noon
  - Thursday, 6/14/18 8am - Noon
  - Tuesday, 6/19/18 5pm - 8pm
  - Wednesday, 6/20/18 5pm - 8pm
  - Thursday, 6/21/18 5pm - 8pm
- Possibly sizing the girls for the concert dresses at the same time

#### **14. Band-O-Rama**

- No updates

**Meeting Adjourned @ 8:10 pm**

- **Next Meeting: TBD, 2018 @ Time: TBD**