Richardson Music Boosters Meeting Minutes

Date: Thursday, September 8th, 2022

Location: RMS – Room 16

Time: 7:06 PM – 8:40 PM

AGENDA

I. **I. Called to Oder/Welcome** (Jillian Wade) The meeting was called to order at 7:06 PM. Those in attendance included Jillian Wade, Karrie Willett, Emily Graves, Jan Preslo, and Zoe Baldry. Jillian updated the group Dan Moses will no longer be able to serve as President as his children are no longer participating in the RMS music program. By-Laws require 3 officers: President, Vice President, and Financial Officer. Jill Wade has volunteered to take on the responsibilities of President, however, the open seat of Financial Officer will have to be filled based on the requirements of the By-Laws. The Financial Officer role does require some basic accounting principles knowledge, but Jillian will be available to train the incoming Financial Officer (once recruited)

II. **Budget –** Jillian gave a report regarding the budget. PayPal balance is currently $0. US Bank balance is $16,324.57 The US bank balance currently is more than normal based on limited events during the last two school years of COVID restrictions. Emily Graves will be added this upcoming week as an additional signer for the RMS Music Booster US Bank account.

III. **General Meeting/Parent Information Night –** Typically the instrumental music rental night precedes the Parent info night. This year due to staff shortage for the music store rental night, the Parent info Night will be Monday, September 19th @7:00 PM. Music rental night will be on Tuesday, September 20th. Ms. Willett and Jillian will present at the parent info night. The presentation will include an explanation of the entire Music year for music students, role of the Music Boosters, fund raising, recruiting event sign up sheets will be available for parents to commitment to volunteering.

IV. **Calendar of Events -**

a. Disney Land which includes a music workshop + entry to the park. Disney will provide 1 free chaperone per 10 students.

b. Forum Festival/Knotts includes a music competition (forum festival) + entry to park. The Forum Festival will be held at school close to Knotts. Knotts does not pay for the park entry tick for the required chaperone per 10 students. Students may participate in the

Forum Festival only. A parent is responsible for picking up students who are participating only in the Forum competition and not going to the park.

c. PTSA provides $3,000.00 of the estimated $4500.00 expense for bus transportation to events.
d. Armed Forces Day – May 2023 The estimated time for the Torrance City Counsel to approve the budget for the Armed Forces Day will not happened until around March 2023. If Torrance City Counsel does not approve, there are additional parade opportunities in near by cities
e. Additional music participation events will be announced during the year

V. **Fund Raising –** The Fund-raising goal is set by the budget. Ms. Willett is currently working on the budget which includes the additional funds needed for transportation not covered by the $3,000 PSTA donation among other items. Based on events: Disneyland/Forum Festival Knotts/Armed Forces Day, and other events throughout the year. Based 150 students enrolled in the RMS music program as of September 9th, the recommended donation for Advanced Band students will be $300.00* for Advanced Band Students and $75.00* All expenses for the RMS school program are covered by fund raising other than the donation made by PSTA. The fund-raising goal is set by the number of students; however, all students are allowed to participate in all events regardless of the student donation.

VI. **Fund Raising Opportunities -** Charleston Wrap funding raising will start in October. Ms. Willett will have information out soon. Charleston Wrap requires minimum oversite from the Boosters as all orders are made online and are delivered directly. See's Candy Winter fund raising will start before the Veteran's Day holiday and will go through November 30th. Candy maybe ordered online or by catalogue. See's Candy orders are an excellent solution for anyone needing to purchase gifts for their office employees. Emily is going to check with the RMS PSTA to see if Music Boosters can include Music/Fund raising events in the RMS Newsletter.

VII. **Recruiting Volunteers –** Needed: VP, Financial Officer, additional Concert Master, Communications/Social Media and many other helpers to spread the load. Those attending the Booster meeting will be reaching out to the parents they know of students enrolled in the music program to recruit volunteers.

VIII. **Other Business-** Jillian updated the website: as well as updating the calendar. https://www.rchardsonmusicboosters.org/events-fundraisers

IX. **Director Update:** Ms. Willett provided the Director update - Ms. Savitz will be coming back to RMS as an independent contractor. At most RMS Music Boosters will pay $50.00 an hour + 50% of liability insurance. These fees are typical for this position. Small invoices of $150.00 or less do not have to be approved at the Booster Board meeting. These are part of the repair budget. Jillian will pay outstanding invoices while Emily is getting approved as a signer at US Bank. The district does not cover all repairs. Music Boosters pays for the school instrument repairs not covered by the district. Ms. Willet is still collecting money for music students who need instrument rentals. Ms. Willett advised she is still researching a copywrite issues where publishers have just recently started enforcing copywrite fees for the usage of music which can be anywhere for $10.00-$100.00 per piece per calendar year to play the music piece. Phone/Video copywrite clearance violations (parents video recording on their phone for example) can be very expensive if the license to video is not purchased.

The fee varies by each individual composer. Ms. Willett is having to research each song for required fees. This isn't new as the copywrite law has been in place for years but publishers are just recently starting to enforce the rule on school districts. This expense of the budget has not been determined yet. More information from Ms. Willett is expected in upcoming Board meetings.

X. **Schedule next meeting - Tuesday**, October 4th at 7:00 PM. Location: Room 16 RMS

XI. **Adjournment -** Meeting was adjourned at 8:40 PM

*Final amounts of $300.00 and $75.00 were decided following additional review of the budget after the 9/8/2022 meeting. Minimum amount needed for overall program expenses and contingencies = $75.00 per student. $300.00 for Advanced Band. The cost for Disney/Knotts for Advance Band Students is $225.00 just for student tickets. Advanced Band students have the opportunity to attend the Disney/Knotts events.