



Eastern Technical Music Boosters

February 9, 2017 at 7:00 p.m.

Meeting Agenda

- Welcome- Approve Minutes
- Instrumental Music Director's Report-Kathy Krawczyk
- Chorus Director's Report-Joey Shortall
- President's Report-Stephanie Soper
 - General Info
 - Trip
 - All paid-where do we stand?
 - WINTERFEST
- Treasurer's Report-Nancy Spencer
- Committee Reports:
 - Fundraising
 - World's Finest Chocolate
 - Other restaurant nights set up?
 - Bowling
- Tri-M-Linnette Martinez
- New Business
 - Award's Banquet- what needs to be done?
 - Scholarships
 - Start discussion about next year's trip?
- Adjourn

Next Meeting Date:

Thursday- March 9, 2017

7 p.m. Band Room

2016-2017 Officers

President - Stephanie Soper - etmusicpresident@gmail.com
Vice President - Linnette Martinez - chacha1025@aol.com
Treasurer - Nancy Spencer - facurse@hotmail.com
Secretary/Communications - Kristina Harwood-
KristinaKHarwood@gmail.com
Parliamentarian - Emily Carroll - ecarroll@rcmd.com

Eastern Technical Music Boosters Meeting (Approved)

February 9, 2017

Call to order at 7:00 pm

Officers in attendance: Soper, Spencer, Harwood, Martinez, Krawczyk

January Minutes-Approved

Instrumental Music Director's Report: (Kathy Krawczyk):

Request funds for Side by Side buses for Chamber Orchestra-March 22nd. 1 student playing in Side by Side (as well as All-State). Buses-\$180 each. 1 parent needed for trip- Linnette Martinez

Tonight-String Sectionals-2 groups-wish more students would participate

Next week- Band Sectionals- 7 groups

Assessments at Perry Hall High- March 6th Orchestra- need 1 parent for bus, 8th Band-2 buses- need 2 parents -Kristina Harwood

Chorus Director's Report: (Joey Shortall):

See attached notes. Money requested for buses approved.

President's Report (Stephanie Soper):

Trip: Currently 77 students. Our trip prices were all based on having 100 people- so now this price may change- and Boosters will have to make up the balance. Issues with people backing out- 2 parent requests for money back- which we would only be able to give if all seats are filled for trip. Need line item in future for teacher/AP costs- will take out of Music Expenses this year.

The decision has been made to not plan more band trips. There doesn't seem to be the support or interest-things fall apart in the end-probably just not the right school/program for band trips.

Discussion about other group activities- trip to BSO for all, bring in to classroom some sort of program, pay for the Banquet for all to encourage more to attend. All are options to look at to replace trip. This will also eliminate the need for student accounts which are not working and are highly labor intensive for Boosters.

1 student account remains from last year- \$50- that will go toward the trip- needs to be pulled out.

WINTERFEST:

This went really well. Thanks to all who helped and all who attended-very successful and fun event. Look at attached budget for breakdown of income from event.

\$3,230.73-profit-before expenses (DJ, supplies)

See attachment from Christine Wilke for breakdown of silent auction. \$215 profit

Need to change next year's budget to allow line items for a better break-down of WINTERFEST.

Need to call and confirm next year's date- Jan 27th.

Treasurer's Report (Nancy Spencer):

See attached report.

Fundraising:

World's Finest- still waiting on money to come in- 65 boxes returned to company, 16 kept to sell (bought totes for storage) - no damaged boxes, but a few only partially sold. Cost is covered and we are slightly ahead- but should show some better profit as the final money comes in.

Batemans'- Feb 28th?

Pizza Hut- Linnette will schedule for March

New Business:

Award's Banquet- leaving completely in hand of teachers-not really a Booster's event- let us know how we can support if needed

Scholarship form ready- looked over.

Performance Wear- Buy Back- set up? (over \$900 outstanding from Perform Wear)

Meeting Adjourned 8:07

Next Meeting: Thurs March 9th

All,

Sorry that I cannot attend this evenings meeting. We have a busy few weeks coming up for the Choral Music Department. Here are the upcoming events:

Scholarship Concert- Performances by the Chamber Singers and Men's Chorus which are both performing at the BCPS Music Assessments

BCPS Music Assessments- Tuesday March 7th

Performances Times:

Owings Mills High School

6:25pm- Men's Chorus

8:05pm- Chamber Singers

March 23rd-25th- Mary Poppins

UMD Men's Chorus Invitational

March 31st- at University of Maryland 12:00pm-10:00pm

*Please see below request

Wednesday April 26th- Men's Ensemble Performing at BCPS Principal Breakfast

The bus for the trip to UMD is listed at \$760 dollars for our trip. I was wondering if the boosters would be willing to donate some of their funds to help with this trip. We have received about a \$200 donation from a parent to help with this as well. Any help from the boosters would be greatly appreciated!

Thanks,
Joey

Stephanie,

The net from the Silent Auction was \$215.00. All items have been returned to the store and check # 1369 was used to pay the cost of the items sold which was \$705.00.

Attachment #1 is the final store invoice

Attachment #2 details the amount collected for each item sold

Bid sheets were turned in to Stephanie Saturday night along with \$745 cash and 2 checks payable to ETMB (\$160.00 & \$35.00)

Note that I had gotten \$20 change from Stephanie at the DJ table to make change for auction item cash sales.

Note that the Orioles and Ravens Framed Heritage Banners show \$100 each which differs from the bid sheets. Below are the details:

Creed had won one of the banners and left the hall to get cash as he had thought we could take a credit card – he had won one of the banners at the amount stated on the bid sheet (I think \$150)

The winner at \$155.00 of the other banner withdrew his bid when he found out we could not take a credit card. I gave him several options he passed on. The next highest bid was Creed (I think \$150).

I had the DJ page Creed's party to let him know to adjust the amount of cash he brought back if he wanted both. He was already on the way back and had only pulled \$200. The 3rd highest bidder had left the hall after

paying for her other winning item.

I told Creed's wife that if he would pay the \$200 he could take both banners which he did.

Here are a few suggestions that might improve profit should you decide to include this in another event:

Make your own bid sheets. Use their bid sheets as a format, but perhaps start the bid prices a little higher than the cost – maybe \$5 - \$10 additional per item. Bid sheets Great Moments provides will start at the cost amount

and for many of the items, we simply saved the buyer from paying sales tax. While this was a minimal effort \$215.00, for the 12 items sold a \$5 to \$10 tag on would have made a nice difference.

Make it clear either in the announcement or bid sheets what payment methods are available

Consider a non-profit Square or Pay Pal account so that you can accept credit cards. I think Pay Pal has a way to pass the transaction fee to the sender or a Friends & Family selection so that there is no fee. I can ask some of the dog rescue folks I know about how these work if you would like me to.

Set a specific time to close out bidding – you announced it at the DJ, but I pulled the sheets at 11pm. Perhaps state this in the bid sheets as well.

Provide the volunteer working the silent auction with change. I had expected more checks than cash so was unprepared, especially for large bills. I would also suggest 2 people handle the closing of the

auction. I had Jeff help me by holding the collected cash and bid sheets and making sure things did not walk away without being paid for while I was working with the next buyer.

I had the DJ call the winners up 2 or 3 at a time. Not sure if you think there might be a better way to handle it or schedule out raffle, 50/50 & auction winner announcements.

I did confirm with the store yesterday when I turned the unsold items in that they would only have been able to take a credit card for the posted cost of the item, the buyer would have had to pay sales tax. I suppose the item could be taken back to the store and ask the store to hold it for the person if they were able to pay the remainder to ETMB in cash or check.

Overall, I think the event went very well and people enjoyed themselves. Let me know how much you made once the figures are all in.

It was nice working with you and the group. I wish you continued success. Let me know if you do any other events I will try to support them.

Sincerely,

Christine Wilkie

**ET Music Boosters
Treasurer's Report
February 9, 2017**

Beginning Balance as of 01/12/17 **14,688.86**

Deposits

Date		Amount
01/18/17	Winterfest/tickets	1303.00
01/23/17	Winterfest/ 50/50	351.00
01/23/17	Winterfest/ jello shots	263.00
01/23/17	Winterfest/ tickets	2115.00
01/24/17	Winterfest/ silent auction	920.00
01/24/17	Winterfest/ prize raffles	485.00
01/24/17	Winterfest/ money wheel	204.00
01/24/17	Winterfest/ liquor wheel	591.00
01/24/17	Winterfest/ tickets	810.00
02/06/17	Winterfest/ tickets	90.00
02/06/17	Winterfest/ Columbus Gardens Refund	154.86
02/06/17	Candy Sales	1740.00
02/06/17	Trip Deposit	750.00
	Total	9778.86

Expenses

Date		Amount
01/21/17 check#1368	Eric Schmidt(DJ Winterfest)	300.00
01/21/17 check#1369	Great Moments(silent auction Winterfest)	705.00
01/21/17 check#1370	Columbus Gardens(Winterfest)	5316.86
01/22/17 check#1371	Stephanie Soper(Winterfest supplies)	306.27
02/02/17 check#1372	Worlds Finest Chocolate	5580.00
02/02/17 check#1373	Educational Performance Tours(DC trip)	4595.00
	Total	16,803.13

Ending balance as of 02/09/17 **7664.59**

Student Account Balance 1535.32

February 09, 2017 Budget Report

Year Budget VS. Actual		
Income	Budget	Actual
Fall Fundraiser	2000.00	1,293.10 yankee(824.10) Calenders(469.00) This includes subtracted student accounts)
World's Finest Chocolate	4500.00	
Restaurant Nights	600.00	153.70
Bowling Nights	300.00	173.39
Winterfest	3000.00	3230.73
Misc. Fundraiser	500.00	266.00
Concert Donations	500.00	533.78
Scholarship Concert	500.00	
Total	11,900.00	5650.70
Expenses		
Instruments/Music needs	5000.00	1237.87
Private Instruction	700.00	
Administrative Fees	500.00	435.85
Awards	1500.00	416.50
Supplies	500.00	99.64
Banquet	500.00	
Student Meals	1500.00	90.61
Columbus Gardens Deposit	500.00	

Scholarships	500.00	
Performance Wear	500.00	958.84
Total	11,900.00	3239.31
DC Trip		-3008.00
T-Shirts		-45.50