

RHMS Music Boosters

3/27/2017 Meeting Minutes

1. Meeting called to order by Music Booster President Kawai Billawala at 6:35 p.m.
2. **Music Booster Meeting Minutes** from 2/27/2016 were not available and will be reviewed for approval at the next meeting. Music Boosters Secretary Judi Thayne will send them out via email for informational purposes prior to then.
3. **Band Director's Report from Mr. Rawlinson**
 - a. **3/29** – STEAM Showcase at Monroe Middle School. The Advanced Band will travel to Monroe in the morning to practice with the other Middle School bands (bus transportation will be provided both ways, students may be picked up at Rolling Hills at around 2:30 p.m.). Lunch will be provided. The concert will be start at 6:00, with the bands performing at approximately 6:30.
 - b. **Spring Concert:** The Spring Concert will be held after Spring Break on April 12th. The contest for the cover art for the program is in progress, and the chosen art will be provided to Programs Chair Theresa DeSoto by the end of the week. The concert will have same format as the Winter Concert with Beginning Band performing first, followed by Intermediate Band and finally Advanced Band.
 - c. **4/22 - Great America Music Festival:** Paperwork has gone out to students and all plans are proceeding well. Mr. Rawlinson spoke with the 8th Grade Teachers about how they manage students at the annual 8th Grade field trip to Great America. The band will follow that plan, which is that 8th graders will arrive at the park and be told where and when to meet at the end of the day (in our case for the Awards Ceremony), but will not be assigned groups or chaperones. Advanced and Intermediate Band Students in grades other than 8th will still be assigned groups and chaperones.
 - d. **Instrument Purchases:** Mr. Rawlinson has determined that we will spend about \$11,500 on new instruments now. He's divided needed purchases into two categories – one set of purchases to add instruments to Beginning Band that they've not historically had, such as the Tuba, Baritone Sax and Bass Clarinet. The next wave would be to see how the instruments really look as they're returned to see what needs to be replaced. Going by student estimates there may be a lot of replacements needed, but each instrument will need to be evaluated as it is returned to see if replacement is really warranted. The dollars for the second category will most likely come out at the beginning of the next school year.
 - e. **Jazz Band:** Mr. Rawlinson has made the decision not to continue with Jazz Band this year. He will re-evaluate what type of ensemble might interest students more for next year, i.e. a rock band, etc. Although some students were very interested in Jazz Band and ready to participate, unfortunately there was just not a lot of overall interest and commitment to it.
4. **Finance Report**

Steven Waste reported no significant financial activity since January, so we still have about \$32,000 in the bank. A few checks for t-shirt orders have come through. Steven made a down payment of \$200 for Music in the Parks and asked for the committee's approval to reimburse himself for that expense (down payment needed to be made by credit card and the Music Boosters account does not have one). The committee approved that reimbursement. Our next big expenditures will be the remaining funds for Music in the Parks and the rental of the truck to transport equipment.

5. Committee Updates

- a. **Great America Music in the Parks:** Only two students have not turned in their paperwork. About 90 students will be participating. Some will be there for the competition only and will not be going to Great America. Theresa Bond will provide the checks to Steven along with a spreadsheet with names, check numbers and amounts listed, for which Steven was very appreciative.

Theresa will provide the names of parents interested in chaperoning to Mr. Rawlinson and he will assign groups and chaperones. It looks like we have more than enough chaperone volunteers since the 8th graders will not have chaperones.

Kawai will follow up with Jim Sullivan to make sure he has all of the information needed to rent the U-Haul for transporting the instruments. The truck will need to be at Rolling Hills by 10:00 a.m. for the students to load their instruments. Students will leave Milpitas High School after the competition about 3:00 for Great America, returning to Rolling Hills at about 8:30 p.m. Jim can make arrangements to unload the instruments at Rolling Hills in the afternoon so he can return the truck to U-Haul as he did last year as long as instruments are supervised until students come to pick them up at 8:30.

- b. **Notes & Floats – June 7th.** Jennifer Chavaux reported that she has lined up two food trucks and is still looking for others. She will share a list of potential food truck vendors with the group via email for their input. We generally have just over 400 people attend Notes & Floats, but with the increased size of Beginning Band and a planned outreach to Elementary Schools in the area, the committee suggested aiming for 500 people. The committee suggested we secure 4 or 5 food trucks based on this information. Jennifer has asked the trucks to serve food from 5:30 to 8:00 p.m. In the past we've purchased 15 gallons of ice cream and gotten donations for 30 cases of root beer for the Root Beer Floats, we may want to increase those quantities as well since we're expecting more attendees. Dawn is looking for about 10-12 high schoolers to serve Root Beer Floats. They will just scoop the ice cream into the cup and hand the buyer a can of root beer.

Jennifer checked with the office regarding one-day insurance and found that Food Trucks are not covered under that insurance, since they need to have their own insurance. Therefore it doesn't make sense to secure the one-day insurance.

- c. **Air Conditioner Update:** Our proposal to provide air conditioning to the band room was not accepted by the district. There was discussion about buying a portable unit from Costco, but Mr. Rawlinson felt the best option would be to purchase 8-10 good quiet fans that could be placed at the end of each row. The committee agreed and approved that purchase. Kawai will ask John Ross to research how many fans would be needed and to help coordinate the purchase.
- d. **Uniforms and T-Shirts** – Ronda Ross reported to Kawai that she has purchased an additional ten pairs of shoes.

6. President Report by Kawai

- a. **Next Year's Music Booster Chairs** – Kawai will send out an email to see who's available to continue their chair positions next year. It was suggested that Kawai announce the search for new chairs at the Spring Concert, and again at Notes & Quotes when she recognizes this year's chairs. She also asked that Officers and Committee Chairs provide a brief job description for their position that she can work with Mr. Rawlinson to distribute via email. She also continued

to encourage committee members to look around for someone who might be interested. Attendees Van and Maribel both indicated that they may be interested in being officers/chairs for next year.

So far, we believe that this is the status of positions for next year (please advise if this is not correct).

President: Kawai Billawala – position may be **OPEN**, please let Kawai know if interested.

Treasurer: Steven Waste – **RETURNING**

Secretary: Judi Thayne – **OPEN** (8th grader graduating)

Membership Chair: Jennifer Chauvaux – **OPEN** (8th grader graduating)

Uniform & T-shirt Co-Chairs: Rita Benton & Ronda Ross – **OPEN** (8th graders graduating)

Concert programs: Theresa DeSoto – **OPEN** (8th grader graduating)

Music Librarian Chair: Kim Taddeo --?

Band Events (Great America, CMEA Ensemble, Boogie on Bayou): Jim Sullivan – **RETURNING**

Band Events Co-chair: Theresa Bond --?

Bake Sale Chair: Dawn Byron – **RETURNING**

Bake Sale co-chair: Agnes Amistoso – **RETURNING**

Catalogue/Pen Chair: Yvonne Grosch – **RETURNING**

Notes & Floats Chair: Jennifer Chauvaux – **OPEN** (8th grader graduating)

7. Meeting adjourned at 7:43 p.m.