

WESTWOOD ORCHESTRA BOOSTER CLUB

Board Meeting

Thursday, March 12, 2020

Westwood Orchestra Hall

Call to order:

The board meeting for the Westwood Orchestra Booster Club was called to order by Vice President Debbie Hoch at 6:31 pm. A quorum was present, and the meeting, having been duly convened, was ready to proceed with business.

In Attendance

Joshua Thompson - Orchestra Director

Matt Judice - President

Debbie Hoch - Vice President

Tomoko Yamamoto - Treasurer

Cheryl Dragel - Secretary

Yumi Kang - Hospitality Chair

Joyce Zhuang - Orchestra President

Checking Account Balance

On February 28, 2020, the balance for the Westwood Orchestra Booster Club Chase Bank checking account was \$14,945.37. On March 31, 2020, the balance for the Westwood Orchestra Booster Club Chase Bank checking account was \$16,446.17.

February Meeting Minutes

- **MOTION:** That we approve the minutes from the 2/6/2020 meeting as presented.
 - **Motion made by Cheryl Dragel**
 - **Motion seconded by Debbie Hoch**
 - The Board unanimously approves, so the motion carries.

Treasurer's Report - Tomoko Yamamoto

- Tomoko presented two different Reconciliation reports.
 - The first Reconciliation was dated 1/31/2020.
 - There was an instrument rental refund for Midwest Clinic (\$60).
 - Reimbursement made to Yumi Kang for fall Ice Cream Social.
 - Orchestra activity fund (from Westwood High School).
 - Midwest Clinic CDs for Symphony Orchestra students (\$2,280).
 - Deluxe package; very nice remembrance for students.

- The second Reconciliation was dated 2/28/2020.
 - Midwest Clinic program designer fee (\$600).
 - Clinician fees (Gary Lewis, Sandra Vandertulip, and Linda Keefer).
 - Music scores for UIL.
- 28 students still have not paid the yearly orchestra fee.
 - Two students are reduced lunch so don't have to pay, and two students were not accounted for previously (one was a sibling and one was not on spreadsheet).
 - Mr. Thompson has delegated the fee collection issue to Mr. Anderson.
 - Tomoko will email the list of unpaid students to both directors.

Director's Report - Mr. Thompson

- Clinician update
 - Linda Keefer worked with the Camerata and Concert Orchestras and will come again in April.
 - Her approach has been very good for the students.
 - William Fedkenheur (second violinist with the Miró Quartet) will be the Symphony Orchestra clinician.
 - Susan Williams may work with the Symphony Orchestra for UIL preparation, but her husband is very ill and that engagement is not firm.
- Spring placement auditions for 2020-2021 school year
 - Mr. Thompson wants to hire supplemental judges to assist the directors toward the end of April with placement decisions.
 - Symphony Orchestra will be smaller for 2020-2021, so the directors want additional input on placement.
 - Cost for the judges might be about \$400 (\$200 per night for two nights, plus dinner for those nights and dinner for the two directors).
- More Round Rock ISD bus transport issues
 - There was a problem with district bus transport for full orchestra UIL.
 - Buses arrived ONE HOUR earlier than the planned time and wanted students on the buses right then.
 - Needless to say, early bus loading was not possible (students were still in class and weren't dressed yet).
- Bookkeeper issue
 - During the regular Westwood bookkeeper's maternity leave, Mr. Thompson had trouble getting reimbursed by the substitute bookkeeper for some items.
- Tour for 2020-2021 school year
 - Trip to New York City with performance at Carnegie Hall.

- Probable departure would be Thursday before Spring Break 2021 with return to Austin the Sunday before Spring Break week starts.
- Mr. Thompson imagines the trip will cost ~\$1,500 per student.
- Mr. Thompson contacted three tour companies to get bids; bids not in yet.
 - Perform America (handled December 2019 Midwest Clinic trip)
 - Cormack (handled 2018-2019 Florida trip)
 - TMF Company (Mr. Anderson knows head of the company)

Orchestra President's Report - Joyce Zhuang

- Orchestra Olympics Social recap
 - Approximately 60 students attended; all five orchestras were represented.
 - Joyce showed us photos from the event on her laptop.
 - It went very well; everyone had fun!
- Joyce will meet with Warrior Design, a company the officers are working with on design and printing of the paper banquet invitations.

Spring Banquet

- The banquet theme is Starry Night.
 - Admission price per person will be \$18 and free for ages 5 and under.
 - Elizabeth Andrews got a company to donate *all* compostable tableware!
 - Items are being stored in the uniform attic.
 - Student officers are working on both the paper invitation and the online registration form.
 - Both will be ready by late March with RSVP deadline of 4/17/2020.
- Gifts
 - 50 roses from Costco for the seniors (Mr. Thompson's gift).
 - Senior gifts from the Booster Club will be a photo of each senior with their section, plus a small keychain that features a musical note.
 - Orchestra director gifts
 - Last year the gift for each director was \$50.
 - Round Rock ISD limits booster club gifts to a "nominal value," which is \$50; individuals can give gifts separately up to \$50.
- Need parent volunteers to clean up after the event, including washing the Olive Garden banquet pans so they can be recycled.

Spring Pops Concert - Wednesday, May 6

- Debbie brought samples from Austin Gourmet Popcorn for tasting.
 - Popcorn will need to serve 400-500 people and cost might be about \$260.
 - Different flavor options are available and we can get them in "party bags."

- We rejected the idea of selling Bush's Chicken sandwiches in favor of having Austin Gourmet Popcorn AND trying to get a popcorn machine for onsite popping.
 - Matt will get popcorn bags and volunteered to clean the popper after the event.
 - Volunteers will be needed to pop the popcorn.
 - Yumi will buy mini water bottles and let us know how many she's able to get.
- Other details
 - We will raffle off the Austin Aquarium membership and the five \$5 Thundercloud Subs gift cards (donated to the fall Midwest Clinic Fundraiser).
 - We will sell orchestra T-shirts for \$5 each.
 - We may want to invite 8th grade parents from Canyon Vista and Grisham.

Officer Resignations

- Two officers announced their resignations.
 - Tomoko Yamamoto will resign as Treasurer at the end of the current school year.
 - Cheryl Dragel will resign as Secretary at the end of the current school year.

Registration Day (2020-2021)

- Mr. Thompson will institute a new procedure for 2020-2021, where there will be a Registration Day about three weeks after the school year starts (probably a Saturday).
 - Students will sign up for a specific time that day.
 - Fees will be paid, uniforms will be fitted, etc.
 - Mr. Thompson is considering going with a "banded collar" uniform shirt for boys (instead of a shirt with a bow tie).

A motion to adjourn was made by Matt Judice and seconded by Cheryl Dragel. There being no further business, the meeting was adjourned at 7:50 pm.

Recorded and submitted by Cheryl Dragel, Secretary, on April 30, 2020.



 (Signature)

Date: 30 April 2020

Approved by Executive Board Reviewer Tomoko Yamamoto (Print Name)



 (Signature)

Date: June 28, 2020

Approved by the Board at the June 25, 2020 meeting
(Date)