



📅 **Date:** Tuesday, January 4, 2022
🕒 **Time:** 7:00pm

January 4, 2022 STMAA Board Meeting Minutes

Attendees: (all attended remotely because of Omicron)

STMAA Board Members: Farah Culbertson (President), Hayley Ng (Treasurer), Nancy Tsai (Secretary), Wendy Valdez (Member at large), Jose Valdez (Member at Large/Equipment)

Reps:

Visiting:

Victoria Blackmon, Sonya Bowman Kayley S., Alex B.,

➤ **Call to order-** Meeting called to order at 7:04 pm

○ **Approval of Agenda**

Motion: Wendy, **Second:** Hayley

Ayes: all **Noes:** 0

○ **Approval of December 7 board meeting minutes**

Motion: Wendy, **Second:** Hayley

Ayes: all **Noes:** 0

➤ **Band Director's Report:** Mr. Sanchez was unable to attend the meeting. Farah presented the report on behalf of Mr. Sanchez.

Upcoming Performances/Events:

1/15/22: Mattress Fundraiser: 10am-5pm in the STHS MPR

1/15-1/30: Hibernate Fundraiser

1/22/22: CCGC Winter Guard Evaluation Show at James Logan HS

1/29/22: ESUHSD Jazz Festival at Overfelt HS. Time: TBA

1/31/22: Vertical Raise Fundraiser begins

2/5/22: CCGC Show (Winter Percussion/Winter Guards) at Independence HS

2/12/22: (AM): Campana Jazz Festival at Amador Valley HS

2/12/22: (PM): NCPA Percussion show at Cupertino HS

2/26/22: CCGC Show (Winter Percussion/Winter Guards) at James Logan HS

Holiday Jazz Cafe: 12/10/21

I would like to thank Nancy Tsai for chairing the Holiday Jazz Cafe and Winter Band Concert, Under the Stars. I would also like to thank Patrizia Damazio for making the food for Holiday Jazz Cafe. I would also like to thank Farah Culbertson, Hayley Ng, Karen DeFrisco, and Laura Yeager



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for the volunteers. I would also like to thank everyone who helped make this event possible, including all of our parent, family, and student volunteers. The students did an amazing job prepping for these events, after 2 years after their last concert.

Music Marathon: 3/4/22

Theme: "Dance Music around the World"

SMAC has offered to help with promoting Music Marathon, decorations, and Pledge Parties. Isabelle Ng has offered to lead decorations.

Marching Band Banquet: TBD

I have decided to postpone our Fall 2021 Marching Band and Color Guard Banquet, due to the Omicron variant and the very recent spikes in COVID. My plan is to reschedule in April/May, when the weather is better and we are able to host an outdoor event (if this is an issue in April/May).

The Mattress Fundraiser: Saturday 1/15/22

Shana Trias would like to hold a Zoom Parent meeting on Monday 1/10/22 to discuss the Mattress Fundraiser. If we are able to get 50 parent sign-ins, then she will donate an additional \$500 to our fundraiser.

Band Program "To Do" List

Music Marathon Chair & Committee Chairs
Filling Open STMAA Positions

* Indicates comments made after report was presented.

➤ **Round Table Discussion**

- **Winter Guard** Jose asked what is needed for Winter Guard, equipment-wise, on 1/22. Farah to find out from Mr. Sanchez and report back. *Evaluation event was canceled. Hayley added that there is a \$2000 budget for Winter Guard, one truck per show. Jose confirmed that the budget should be enough.
- **Mattress Fundraiser** Alex B. asked if only band parents count on the 1/10 Zoom with Shana for the info session. (Turns out it didn't.) SMAC planned to sign up students to play music or dance on the Santa Teresa corner during the mattress sale. Kayleigh to ask Winter Percussion and Winter Guard. Probably will not use the costume on account of COVID concerns.



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- **Board Member Reports**

- **Wendy** Reached out to Debjani . She was interested in compiling the newsletter but asked if the updates from board members and committee chairs can be sent to her on Fridays. Hayley will check with Mr. Sanchez if it would fit his schedule. **Mr. Sanchez confirmed. Newsletter update submissions are now due on Fridays.**

- **Victoria** no new updates.

- **Hayley**

- Cash start on 12/1/21 was ~\$18.5K. Ended on 12/31 at \$17.5K. (Net expense of ~\$1K) Astrid Tromp signed up for a \$1000 sponsorship. Winter program students are starting to pay their fees. Holiday Jazz Café and Winter Concert brought in \$1035 (not including Nancy's expenses.) Merch sale at the concerts brought in \$2900.
- Music Marathon has to make \$23K to keep from draining our account entirely, \$40K to allow us to have a full slate of programs for this fiscal year.
- **Jose:** consider looking for fundraisers where students can participate.
- **Victoria:** Some fundraisers gave each student \$25 in their Charms account for their participation.

- **Sonya:** Update on Dine-In events—Boston Market is next week (1/12/22). Will make sure employees know how to process sales for our fundraiser. February Dine-Out is Chipotle. Will need a flyer. Got suggestions from Karen DeFrisco to remind parents that coupons cannot be used for dine-outs. Will be contacting Karen for ideas for March – June Dine-Out events. Asked SMAC to contact Karen on suggestions for Boba Tea fundraisers.

- **Jose:** will reset password for SMAC's santateresamusic.com email account.

- **Farah:**

- Pledge parties are probably out. (Covid concerns.) Should we make flyers for students to pass out or make doorknob hangers?



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- What prizes should we get for Vertical Raise? Prizes for above a certain level of funds raised. SMAC: maybe consider some fun prizes like coconut had or marshmallow shooter.

○ **Nancy**

- **Secretary's request:** To all presenters: to help me make sure the minutes are as accurate as possible, please do one of the following: (1) review the portion of the minutes where your presentation is mentioned and email me any errors or omissions, or (2) email me a summary of your presentation before or after the meeting in which you presented. (Please ignore if you already do this.)
- **Winter Concert and Holiday Jazz Café after-thoughts:**
 - Instant coffee is not popular. Next time, try: getting coffee donations, instant mocha
 - Audience was helpful in getting their own chairs and putting them away
 - SMAC and other student volunteers were AWESOME!
 - Thanks to Patricia Damazio for insights setting up the Jazz Café and for her pulled pork sandwiches, mashed potatoes, and all the fixin's.
 - the cup-o-noodles sold well at the Winter Concert. (Thanks, Sonya Bowman.)
 - The small thermoses can keep water very hot w/o use of electricity (lessen concern of circuit overload)
 - Thanks to parent volunteers who helped to run the concessions, setup, and takedown.
 - Holiday Jazz Café: fewer performers = smaller parent volunteer pool. How do we get enough helpers in the future?
- **Music Marathon update:**
 - Thanks to Astrid Tromp— first sponsor of 2022 Music Marathon
 - Need help from parents to contact potential sponsors/auction donors



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- New ideas for auction items:
 - Music Lessons— Ask parents about sponsoring a lesson or two with music teachers they would recommend. E.g. Bill Murphy for saxophone.
 - Music workshops— San Jose Jazz Workshop, Stanford Jazz Workshop, other suggestions?
 - Theater tickets (not new idea, but will still try to secure some where we can.)
- **Auction baskets from each band section**— start choosing basket themes and collecting items soon. Past basket themes were:
 - Baking Basket
 - Sports / Outdoor Basket
 - Camping Basket
 - Art Supplies Basket
 - Family Movie Night
 - Applebee's & AMC= Date Night
 - Family Game Night Basket
 - Spa Day Basket
 - Coffee Lovers Basket
 - Chocolate Lovers Basket
- Auction— consider set up for online auction w/ credit card requirement at registration, for ease of handling payments?
- Evaluating Candidates for online auction platform: Paybee, CharityAuctionToday, GalaBid.
- Most recent MM auction targets have been around \$2K-\$3K.
(Correction: discovered that the 2020 target was \$10K. ~\$2.5K raised.)

➤ New Business

- **Farah:** Sonya Bowman offered to join the board as a Member at Large. We have a quorum at this meeting to proceed with voting.



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- **Motion?** Wendy, **Second?** Haley
- **Ayes:** all. **Noes ?** none
- **Welcome, Sonya!**

➤ **Next Meeting**



- Next board meeting February 1, 2022 at 7pm

➤ **Adjourn**

- Meeting adjourned at 9:21pm

APPENDICES: start on the next page.



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APPENDIX A- Cash Position Report

1/2/22, 10:37 AM

Charms



Santa Teresa High School Band 16461 Position Report

Prepared 1/2/2022 10:37 AM

BEGINNING BALANCE 12/1/2021:	\$18,504.10	
<u>INCOME</u>		
<u>Concert tickets</u>	1,035.23	
TOTAL INCOME	1,035.23	
<u>Music Marathon</u>	1,000.00	
TOTAL INCOME	2,035.23	
<u>Merchandise (Online Store/FanCloth)</u>	771.86	
TOTAL INCOME	2,807.09	
<u>Band Classes</u>	925.00	
TOTAL INCOME	3,732.09	
<u>Marching Band</u>	2,250.00	
TOTAL INCOME	5,982.09	
<u>Jazz Bands</u>	750.00	
TOTAL INCOME	6,732.09	
<u>Winter Guard</u>	3,700.00	
TOTAL INCOME	10,432.09	
<u>Winter Percussion</u>	2,550.00	
TOTAL INCOME	12,982.09	
<u>Donations</u>	400.00	

TOTAL INCOME	13,382.09	
<u>Reserves (Misc Ledgers)</u>	-1,787.72	
TOTAL INCOME	11,594.37	
<u>EXPENSES</u>		
<u>Transportation</u>	-2,295.13	
<u>Equipment/Supplies</u>	-804.26	
<u>Uniforms & Supplies</u>	0.00	
<u>MB Staff</u>	-250.00	
<u>Instrument Repairs/Supplies</u>	-109.55	
<u>Music</u>	-50.00	
<u>Support Staff</u>	-1,744.21	
<u>Winter programs</u>	-5,764.24	
<u>Staff Concert / Jazz</u>	-500.00	
<u>Event Expenses</u>	-287.00	
<u>Competition Fees</u>	-550.00	
<u>Bank fees</u>	-249.37	
TOTAL EXPENSES	-12,603.76	
ENDING BALANCE 12/31/2021:	\$17,494.71	



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APPENDIX B-Fixed Payment Summary (Add from Hayley)

1/2/22, 10:54 AM

Charms



Santa Teresa High School Band Student Fixed Payment Summary

Prepared 1/2/2022 10:54 AM

Item Name	Item Amount	Amt Expected	Amt Collected	# of Students
<u>Concert Band - 11-1-21</u>	125.00	3,875.00	2,500.00	<u>20</u> / <u>31</u>
<u>Jazz 1: 2-1-22</u>	250.00	5,000.00	1,250.00	<u>5</u> / <u>20</u>
<u>Jazz 2: 2-1-22</u>	250.00	4,750.00	250.00	<u>1</u> / <u>19</u>
<u>Jazz Combos - 2-1-22</u>	100.00	0.00	0.00	<u>0</u> / <u>0</u>
<u>Marching Band and Color Guard - 10-1-21</u>	300.00	16,800.00	11,400.00	<u>38</u> / <u>57</u>
<u>Marching Band and Color Guard - 11-1-21</u>	300.00	16,800.00	10,200.00	<u>34</u> / <u>56</u>
<u>Marching Band and Color Guard - 9-1-21</u>	350.00	19,600.00	14,700.00	<u>42</u> / <u>57</u>
<u>Symphonic Band - 11-1-21</u>	125.00	3,000.00	1,625.00	<u>13</u> / <u>26</u>
<u>Wind Ensemble - 11-1-21</u>	150.00	5,850.00	3,900.00	<u>26</u> / <u>40</u>
<u>Winter Guard JV - 1-1-22</u>	150.00	2,250.00	600.00	<u>4</u> / <u>15</u>
<u>Winter Guard JV - 12-1-21</u>	150.00	2,250.00	1,050.00	<u>7</u> / <u>15</u>
<u>Winter Guard JV - 2-1-22</u>	150.00	2,250.00	600.00	<u>4</u> / <u>15</u>
<u>Winter Guard JV - 3-1-22</u>	100.00	1,500.00	400.00	<u>4</u> / <u>15</u>
<u>Winter Guard Varsity - 1-1-22</u>	150.00	2,700.00	300.00	<u>2</u> / <u>18</u>
<u>Winter Guard Varsity - 12-1-21</u>	200.00	3,600.00	1,000.00	<u>5</u> / <u>18</u>
<u>Winter Guard Varsity - 2-1-22</u>	150.00	2,700.00	0.00	<u>0</u> / <u>18</u>
<u>Winter Guard Varsity - 3-1-22</u>	150.00	2,700.00	0.00	<u>0</u> / <u>18</u>
<u>Winter Percussion: 1-1-22</u>	150.00	2,850.00	450.00	<u>3</u> / <u>19</u>
<u>Winter Percussion: 12-1-21</u>	150.00	2,850.00	1,050.00	<u>7</u> / <u>19</u>
<u>Winter Percussion: 2-1-22</u>	150.00	2,850.00	450.00	<u>3</u> / <u>19</u>
<u>Winter Percussion: 3-1-22</u>	150.00	2,850.00	450.00	<u>3</u> / <u>19</u>
Totals		107,025.00	52,175.00	<u>221</u> / <u>514</u>



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APPENDIX C: FINANCIAL REPORT AT END OF DECEMBER 2021

STMAA Financial Report FY 2021-2022 December 2021

BUDGET CODE	INCOME / EXPENSE CATEGORY	2019-2020 YTD Actuals	2020-2021 YTD Actuals	2021-2022 Budget Revised 11/2/21	FORECAST	DEC	YTD Actuals	BUDGET NOTES	FORECAST NOTES	ACTUAL NOTES
	STARTING CASH BALANCE (CHARMS)					\$ 18,254				
	INCOME									
1001	General Fundraiser Income:	11,787	3,065	5,100	6,014	-	3,751			
	Year round fundraisers									
1001c	Bingo	490	-			-	-			
	Fall quarter fundraisers									
1001a	Gift Card Drawing	355	-			-	-			
1001d	Spirit Books	3,988	-			-	-	See Double Good Popcorn		
1001e	See's Fall Fundraiser	-	474		300	-	-	11/15-11/30/21	Actual profit	No fleetweek competition / prize \$. Instead we will have See's Fundraiser
	Driven Coffee Roasters (formerly Yankee Candle / Ponsettia Sales)	1,983	-	600	398	398	398	10/25-11/7/21	Actual profit	
1001k	Double Good Popcorn (formerly Football Pass)	-	2,000	2,000	3,316	3,316	3,316	9/17-9/21/21	Actual profit	
1001m	Applebee's pancake breakfast	1,211	-			-	-			
	Winter/Spring quarter fundraisers									
1001h	Mattress Fundraiser / Hibernate	2,805	591	2,500	1,500	38	38	Mattress and/or Hibernate - Jan/Feb or end of school year	Adjusted downward by amount of See's fundraiser projection	No fleetweek competition / prize \$. Instead we will have See's Spring Fundraiser
1001f	See's Spring Fundraiser (prev. DeBrito Apple Sales)	955	-		500	-	-		Should we forecast here for the See's Spring Fundraiser?	
1002	Concert ticket sales	2,355	-	2,000	1,866	1,035	1,035			
1002a	Holiday jazz event	1,015	-	500	366	366	366	1st Friday in December - possibly outdoors		Not all receipts for event costs received
1002c	Spring Jazz Concert	(709)	-	500	500	-	-	May 2022 - Tabard Theatre		
1002d	Fall Concert	750	-			-	-	Pass this year		
1002e	Winter Concert	1,290	-	500	500	669	669	December 2021		Not all receipts for event costs received.
1002f	Spring Concert	-	-	500	500	-	-	May 2022		
1007	Music in the Parks Concessions	-	-	750	750	-	-	APRIL / MAY 2022 - Concession with pre-packaged items - 3 Days - \$250 profit per day		
1015	Music Marathon / Vertical Raise	29,390	12,368	33,258	40,504	1,000	1,000	Vertical Raise / Music Marathon / Pledge Parties / Silent Auction	Used as plug number for forecast bottom line.	Platinum Donor - Tromp Koerse
1016	eScrip	1	1				0			
1017	AmazonSmile	355	294	250	250		170			
1020	Music in the Parks festival hosting	-	-	3,000	3,000	-	-	APRIL / MAY 2022 - We receive stipend from Music in the Parks and we have a concession with pre-packaged items - 2 Days		
1021	Merchandise (Online store/FanCloth)	2,466	30	2,000	2,914	544	2,914	FALL Sales or Sold at Concert/FB Games - FanCloth sweatshirts/pants, t-shirts, windbreakers - Customized	Actual profit	BSN FanCloth Sales + Rainforest Mdsce cost and sales
1027	Dine-Outs	1,301	1,388	1,000	1,394	228	1,623	AUGUST TO MAY - 1 Per Mth	Actual profit as of 11/30/21	
1101	Concert Band/Symphonic/WindEnsemble	9,900	5,075	9,713	8,300	925	8,300	Based on 105 students	Based on 83 students - @ 65% Payment	
1102	Marching Band	50,650	9,000	43,225	36,491	2,250	36,491	Based on 65 students	Based on 56 students @ 65% Payment	
1103	Jazz Bands	2,775	1,870	7,350	5,850	750	1,500	Based on 45 students	Based on 42 students @ 65% Payment	
1104	Winter Guard	4,500	-	5,250	12,968	3,700	3,700	Based on 15 students	Based on 30 students @ 65% Payment	
1105	Winter Percussion			15,000	12,000	2,550	2,550	Based on 25 students at \$600 each.	Based on 25 students @ 100% Payment	
1106	Donations to General Fund	1,991	8,777	-	1,110	400	1,110		Actual donation as of 10/31/21	Benevity Google Anonymous Donation in Dec 2021 and Website Anonymous Donation in Oct 2021
1107	Reserves (Misc Ledger)	8,664	(9,595)	-	(7,003)	(1,788)	(7,003)			

Provided by Hayley Ng, (STMAA Treasurer) on 1/2/2022, page 1 of 4



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STMAA Financial Report
 FY 2021-2022
 December 2021

BUDGET CODE	INCOME / EXPENSE CATEGORY	2019-2020 YTD Actuals	2020-2021 YTD Actuals	2021-2022 Budget Revised 11/2/21	FORECAST	DEC	YTD Actuals	BUDGET NOTES	FORECAST NOTES	ACTUAL NOTES
1109	Fleetweek Competition	2,000	-	2,000	-	-	-	OCTOBER - Fleetweek	No Fleetweek	No fleetweek competition / prize \$.
	Income Totals	\$ 128,135	\$ 32,272	\$ 129,895	\$ 126,408	\$ 11,594	\$ 57,142			
EXPENDITURES										
2303	Hotel WBA Championships	2,233	-	-	-	-	-	NOVEMBER - MB Season will end 11/13/21 with the Logan Northern WBA Regional Champs - (Regional Championships - Day Trips. Budgeted below)		
2304	Transportation	24,561	-	26,000	21,716	2,295	11,315	\$14,000 (\$11,500 for camps and \$2500 for Fleet Week). We are currently being quoted at \$12,500 for buses for the season for 5 trips.	See Charter Bus Cost Forecast TAB	
2304a	Sac State Super Show Comp Buses / (No Dublin Show)	2,630	-	2,500	2,900	-	2,900	Bus capacity - 56 on each bus - 2 buses at \$1240 per bus	Super Show added back into budget along with actual invoice cost	Not attending 10/9 show. Using budget for WBA fees overage. Will attend an end of season exhibition benefit show.
2304b	Mountain House Comp Buses	2,425	-	2,500	2,480	-	2,480	Bus capacity - 56 on each bus - 2 buses at \$1240 per bus	Per invoice	
2304c	Independence HS Comp Buses	2,270	-	2,500	2,400	-	2,400	Bus capacity - 56 on each bus - 2 buses at \$1240 per bus	Per invoice	
2304d	Logan HS Comp Buses - WBA	3,819	-	4,000	1,240	-	1,240	Bus capacity - 56 on each bus - 2 buses at \$1240 per bus+ overage since we will be there all day	Per Invoice (Only used 1 bus)	
2304e	MB bus driver tips	-	-	200	200	-	-	\$40 - \$50 tip per day per event out of Petty Cash - 4 event days		Tips are being deducted out of Petty Cash Fund
2304f	Truck Rental/Gas	1,919	-	1,750	2,295	2,295	2,295	1 Truck For Equipment & Uniforms - 5 event days	Graffiti removal costs added	
2304g	Fleet Week Buses	2,700	-	2,500	-	-	-	2 buses		10/14/21 - Not attending Fleet Week. Doing a Veteran's Day event with carpooling. Using budget \$ for MB Staff overage
2304h	Driver Tips WBA	-	-	50	50	-	-	\$40 - \$50 tip per day per event out of Petty Cash		
2304i	Transportation WBA Championships	6,000	-	-	-	-	-	Normal WBA is 2 Event Days - overnight. Season ends 1 week earlier this year with Logan Northern WBA Regional Champs, so no budget this year.		
2304j	Truck Rental WBA Champ	1,608	-	-	-	-	-	Normal WBA is 2 Event Days - overnight. Not budgeting this year		
2304k	Spring bus driver tips	-	-	200	200	-	-	\$40 - \$50 tip per day per event out of Petty Cash - 4 event days		
2304l	Santa Cruz Jazz Fest bus	-	-	2,400	2,833	-	-	Jazz - 56 on bus 1 and 36 on bus 2	Gas cost added to Forecast	
2304m	Logan Band Fest Bus	-	-	2,500	1,444	-	-	Wind Ensemble - 2 buses with 56 on each	Gas cost added to Forecast	
2304n	CMEA Buses	-	-	2,500	2,825	-	-	Concert, WE and Symphonic - 2 buses with 56 on each	Gas cost added to Forecast	
2304p	Campana Jazz Festival Bus	1,190	-	2,400	2,849	-	-	Jazz - 56 on bus 1 and 36 on bus 2	Gas cost added to Forecast	
2602	Drummajor Camp	-	-	750	-	-	-	2 Students	10/14/21 - Using budget \$ for MB Staff overage	10/14/21 - Using budget \$ for MB Staff overage
2603	Financial Aid	396	-	-	-	-	-			
2618	Equipment/Supplies	26,751	2,037	4,900	5,476	804	4,303			
2618a	open	-	-	-	-	-	-			
2618b	misc equipment	175	60	500	500	-	426			
2618c	lease agreement	22,575	-	-	-	-	-			
2618e	Rifles	191	-	-	-	-	-			
2618f	Show Flags	1,419	-	1,000	1,025	-	1,013	Silks	Includes Rainforest butterfly flags	Replacement of broken butterfly flags
2618g	Sabers	-	-	-	-	-	-			
2618h	Supplies-COLOR GUARD	118	33	100	100	-	-			

Provided by Hayley Ng, (STMAA Treasurer) on 1/2/2022, page 2 of 4



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2618	MB Props	1,211	-	1,000	1,551	804	1,551			
2618	Field Paint/Tape	356	-	300	300		168			
2618	Flip Book Supplies	-	-				-			
2618m	Percussion Supplies	707	1,945	2,000	2,000		1,146	Changing heads for 6 snare, 5 base, and 4 sets of quads - \$1500		Vibraphone mallets
2619	Uniforms/Apparel	7,115	920	9,300	3,133	-	1,421	2 Harness/Carriers - \$250 each (2 possibly located at OGHs right now)		
2619a	Uniforms-COLOR GUARD	2,810	-	2,250	2,662		3,662	New CG Uniform	Actual Expense	
2619b	MB Uniforms	-	-	4,000	3,060		3,060	New MB Uniform Top		
2619c	Uniform Cleaning	900	-	1,000	1,000		-			
2619d	Uniform Supplies	-	-				-			
2619e	Membership Shirts MB	3,390	930	1,300	2,096		2,096	Show T-shirts	Invoice Expense + Rainforest Sales without Venmo Sales added in yet	
2619f	Orange/Blue Membership Shirts	715	-	750	815		803	Logo shirts for new students (60) and people that need to buy.	Actual Expense	
3007	Staff MB	28,775	14,437	30,000	33,063		33,063	See Contractor Tab in this file	Actual Expense	
3008	Instrument Repairs/Supplies	450	-		110	110	110			
3009	Music	646	300	1,000	1,000	50	275			
3010	Support Staff	3,077	1,078	3,000	3,000	1,744	2,494			
3010a	admin support	3,077	1,078	3,000	3,000	1,744	2,494			
3010b	charms financial system support	-	-				-			
4003	Winter Programs	7,609	-	22,650	25,100	5,764	5,764	Clinic 11/17/21 with Practice Starting Dec 2021		
4003a	Winter Guard	7,609	-	7,500	9,950	2,664	2,664	Competition Dates: 2/5, 2/26, 3/5, 3/26 & 4/2/22		
4003b	Winter Percussion	-	-	15,150	15,150	3,100	3,100	DECEMBER TO APRIL - 1 instructor + 1 assistant		
4004	St. Saints	167	-	150	150		(150)	Contractors \$10K + Music \$2K, Truck Rental and Materials - No student transportation		
5002	Staff Concert/Jazz	6,075	7,590	8,000	8,000	500	500	HOME COMING GAME		
5002a	day time sectionals	400	930	1,000	1,000		-	Percussion technique instructor - 1x per week		
5002c	Instrument Clinicians	1,375	2,040	2,000	2,000		-	Sax ensemble, Brass band, etc. 1x per week		
5002d	Jazz Clinicians	4,300	4,620	5,000	5,000	500	500	Jazz Combo = E. Heyenga at 1x per wk and Jazz 2 = C. Lovejoy at 2x a week		
5002e	Misc	-	-				-			
5002o	Other Clinician	-	-				-			
5003	Event/Recognition Expenses	408	423	1,100	1,087	287	287			
5003a	CMEA Plaques	-	-				-			
5003b	Student PINs MB Finals	316	-	300	287	287	287			
5003c	Senior Corsages (Homecoming/Last Concert)	-	-	100	100		-			
5003f	Fleet week patches	-	-				-			
5003g	MB Volunteer thank you	-	-	150	150		-	Give MB pins and band picture to volunteers? Or Custom Keychains by Joey		
5003i	Graduation cords	92	-	200	200		-	- Lottiedrake@hotmail.com		
5003j	Varsity letters	-	68				-	Senior Medals (347)		
5003k	Student Awards	-	355	350	350		-	Inventory on-site / Maybe have fundraiser to sell Black Varsity Jackets		
6000	Competition Fees	1,600	(565)	4,900	5,365	550	2,935	National Award Plaques: John Sousa combo, Louis Armstrong		

Provided by Hayley Ng, (STMAA Treasurer) on 1/2/2022, page 3 of 4



Date: Tuesday, January 4, 2022
 Time: 7:00pm

STMAA Financial Report
 FY 2021-2022
 December 2021

BUDGET CODE	INCOME / EXPENSE CATEGORY	2019-2020 YTD Actuals	2020-2021 YTD Actuals	2021-2022 Budget Revised 11/2/21	FORECAST	DEC	YTD Actuals	BUDGET NOTES	FORECAST NOTES	ACTUAL NOTES
6000a	WBA Dues	100	275	1,300	1,875		1,875	Membership & Competition Fees	Actual Expense	Not attending 10/9 show. Using budget for WBA fees average. Will attend an end of season exhibition benefit show \$1875 = WBA membership fee, 2 regular shows, 1 super show, and Regional Champs
6000b	CMEA Festival Entry Concert	840	(840)	840	840		-			
6000c	Honor Band Entry	-	-	-	-		-			
6000e	Santa Cruz Registration	-	-	850	850		510	Jazz - Wrist bands for 45		
6000f	West Valley Registration	-	-	-	-		-			
6000g	Logan Festival	-	-	400	400		-	Wind ensemble judge fee		
6000h	Campana Jazz Festival Entry	660	-	660	550	550	550	Jazz 1 + Jazz 2 + 2 combos		
6000i	BOA Regional	-	-	-	-		-			
6000j	Reno Band Festival Entry/Disneyland	-	-	850	850		-	Judging fees only - Kids pay for room & board		
6002	Show Design	13,070	2,000	8,500	6,500	-	6,000			
6002a	MB Arrangement (Music) - Lewis Norfleet	7,800	1,500	3,000	2,000		2,000	Assuming original show and no copyrighted music	Per invoice	
6002b	MB Show Design - Color Guard	-	-	500	-		-		10/14/21 - Actual expenses to come through 3007-MB Staff line - Eli Morales	10/14/21 - Actual expenses to come through 3007-MB Staff line - Eli Morales
6002c	MB Percussion Arrangement - C. Whyte	-	500	1,500	500		-		Forecasting same as last year	
6002d	MB Drill Design - Todd Ryan	4,000	-	3,000	4,000		4,000		Per invoice	
6002e	MB music licensing	1,270	-	-	-		-	Original show so no fees to Tresona		
6002f	MB Show Design	-	-	500	-		-		10/14/21 - Actual expenses to come through 3007-MB Staff line - Kristi Ryan	10/14/21 - Actual expenses to come through 3007-MB Staff line - Kristi Ryan
9006	Food services	324	-	4,600	1,190	-	-			
9001	financial fees	981	382	750	750	249	586			
9001a	bank fees	209	-	-	-	-	-			
9001b	credit card processing fees	772	267	750	750	238	575			
9001c	paypal fees	-	-	-	-	11	11			
9001d	check Printing Fee	-	115	-	-	-	-			
9002	Band Director Professional Development	346	313	500	500		260			National Association For Music Education \$151
9009	Insurance	395	395	400	395		395			
9017	Printing/Office Supplies	490	256	950	950	-	437			
9017a	Postage/Office Supplies	454	236	250	250		284			
9017b	Teacher Expense - Misc	35	21	200	200		153			
9017c	Printing	-	-	500	500		-			
9023	Professional Fees/Subscriptions	2,576	3,701	2,445	2,423	-	1,618			
9023a	Website	239	-	-	-		-			
9023b	Chairs	698	349	700	700		-			
9023c	Volunteer	79	79	80	80		-			
9023d	P.O. Box Rental	92	106	110	134		134		Actual Expense	
9023e	Tax Prep	1,398	1,353	1,500	1,434		1,434		Actual Expense	
9023f	Music Subscriptions	-	1,759	-	-		-	Not budgeting for in person		
9023h	CA Registry of Charitable Trusts	50	50	50	50		25			
9023i	Secretary of State form SI-100	20	5	5	25		25	Legally required to file this form every other year. Mistakenly did not budget for it this year.	Actual Expense	
Expense Totals		\$ 128,744	\$ 33,278	\$ 129,895	\$ 126,408	\$ 12,354	\$ 78,813			
Net Totals		\$ (608)	\$ (1,006)	\$ -	\$ 0	\$ (759)	\$ (21,671)			
CURRENT CASH BALANCE - \$						\$ 17,495				
PETTY CASH BALANCE - \$						\$ 1,110				Oct-Nov 2021 bus driver tips

Provided by Hayley Ng, (STMAA Treasurer) on 1/2/2022, page 4 of 4