
 **Date:** Tuesday, May 3, 2022
 **Time:** 7:00pm

May 3, 2022 STMAA Board Meeting minutes

Attendees:

STMAA Board Members: Farah Culbertson (President), Hayley Ng (Treasurer), Nancy Tsai (Secretary), Laura Yeager (Volunteer Coordinator), Lorene Okamoto (Uniforms, Member at Large), Jose Valdez (Member at Large/Equipment), Sonya Bowman (Dine-Our Coordinator), Annette Jackson (Historian)

Reps: Ramiro Sanchez (Director of Bands)

Visiting:

Kayleigh S, Alex B, Wendy Valdez, Kaelyn G. Amanda Barefield

Call to order- Meeting called to order at 7:07pm

○ **Approval of Agenda**

Motion: Hayley, **Second:** José

Ayes: All **Noes:** 0

○ **Approval of April 5 board meeting minutes**

Motion: Hayley, **Second:** José

Ayes: All **Noes:** 0

➤ **Band Director's Report:**

May 2022 Director's Report

Ramiro Sanchez, Director of Bands

Contact Information:

STMAA Website: santateresamusic.com

Mr. Sanchez: sanchera@esuhdsd.org

Upcoming Performances/Events:

5/3: STMAA May Meeting at 7pm

5/7: Music in the Parks Festival, ST Theater

5/11: Dine-out at Panda Express

5/14: Music in the Parks Festival, ST Theater

5/16: Spring Band Concert #1, ST Concert and Symphonic Bands with Davis Intermediate. 7pm

5/17: Spring Band Concert #2, ST Wind Ensemble with Herman Intermediate Band. 7pm

5/18: STHS Honors Night, ST Jazz Band . 6pm (Jazz Band 1 performs at 5:30pm and 1 feature piece)

5/19: Drum Major Auditions

5/21: Music in the Parks Festival, 3 venues

5/25: Spring Jazz Concert at the Tabard Theater (San Pedro Square). 7pm



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5/26: Performing Arts Department Awards Night at 7pm (Jazz Band 1 performs)
6/3: Class of 2022 Graduation Ceremony at PayPal Park

Marching Band Banquet

Mr. Sanchez would like to thank all of our students and parent volunteers that made the Marching Band Banquet possible. This was definitely a memorable event with celebrating the Marching Band and Color Guard, Winter Percussion, and Winter Guard JV and Varsity seasons.

Jazz Band 1 and 2 update:

Jazz Band 1 and 2 will have their Spring Concert in the Tabard Theater on 5/25. In the past, we've sold tickets for \$15. We need to decide whether to keep it at \$15 or raise the admission to \$20 a ticket. Once we decide, then I will ask Robin to update the tickets (we have templates of previous events). The capacity of the Tabard Theater is at 150, of which 40 seats will be reserved for students. We will need to sell the other 110 tickets, to make the cost of the theater rental. **Decided at the May 3 board meeting to set the Spring Jazz Concert admission ticket price at \$20/ea.**

Jazz Band 1 will also perform at the ST Honors Night on Thursday 5/18 and the Performing Arts Awards Night on Thursday 5/26.

Music in the Parks Update:

Our Music in the Parks festivals are quickly approaching! We have secured music stands from Herman Intermediate, Bernal Intermediate, and Milpitas High School for the May 21st event. We will be using the library for orchestra/jazz band warm-up, gym for string orchestra/jazz band, MPR for choir performance, Guitar room for choir warm-up, the band room for band/full orchestra warm-up, and the theater for full orchestra/band for the May 21st event. I will receive the supplies/tickets that will be handled at Registration on Thursday during 7th period.. Herman will loan us 40 music stands for this weekend.

We will need a lot of help on Friday, May 20th to set-up the gym (floor covering/winter percussion floor, chairs for the audience, and to set up the first group performing), library (we will need to move the tables, set-up the wood chairs, bring a rack of extra chairs, and set up stands), MPR (we need to set-up the choral risers that are in the PHOENIX storage bins, piano, sound system, and audience chairs), band room (4 rows of chairs and stands), and the theater (set-up the first band and move all equipment to the stage).

5/7/22: 10 Ensembles (including Herman). Theater
5/14/22: 13 Ensembles (including Bernal). Theater
5/21/22: 36 Ensembles: Theater, Gym, and MPR



Thank you!

Mr. Sanchez would like to thank Annette Jackson, Alka Poddar, Hayley Ng, and Jose Valdez for their service to the STMAA Board over the years. Once a band parent, ALWAYS a band parent. Please make sure to come visit us!

Thank you! That concludes my Director's Report.

**Sincerely,
Ramiro Sanchez**



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Band Program “To Do” List
Filling Open STMAA Positions for 2022-2023

Music in the Park Festival Logistical Planning

*** Indicates comments made after report was presented.**

➤ **Upcoming/Ongoing Fundraiser & Volunteering Events**

- 5/7 STHS Music in the Parks—Day 1
- 5/14 STHS Music in the Parks—Day 2
- 5/16 STHS Spring Band Concert 1
- 5/ 17 STHS Spring Band Concert 2
- 5/21 STHS Music in the Parks—Day 3
- 5/25 Jazz Band performances at Tabard Theater (Ticket sale)

*** We need many parent and student volunteers for the three Music in the Parks Days (Saturdays) and the two STHS Spring Band Concert evenings (Monday & Tuesday)***

➤ **Round Table Discussion**

○ **Farah—Music in the Parks Preparations**

- suggests using ST lanyards for parents, pep band shirts for band students, and WG and CG students—wear ST colors. (STMAA does not have uniforms, so we can’t abide by the MitP (Music in the Parks) suggestions of adults wearing uniforms. Parents should also wear outfits in ST colors if they can.
- Pull volunteers from food concessions to stage crew if needed. Hayley asked if we need two cash boxes. Answer: No. Just one for the food concessions. Last-minute payments to MitP for park tickets should be by check.
- Nancy: will print cards with “Volunteer” written on them to use with the lanyards.
- Laura—iVolunteer for the 1st day of MitP is up. Will copy and paste to set up the other two.



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- **Follow up with SMAC on boba tea fundraiser**—Pure Tea does in-store fundraisers. Kayleigh—Kids don't like Pure Tea anymore. They like Happy Lemon more. Alex: other places to try—Cold Stone? Jamba Juice? Wendy: In the past Jamba Juice had students buy prepaid discount cards to re-sell. Kaelyn G: Goodwill has a program for donations.
- **General board updates:**
 - Double Good proposed dates of 5/19 – 5/22.
 - Sent out an email to ask if anyone wants to join the board. Amanda Barefield joined. Thanks, Amanda!
 - Nancy may not be able to stay on the board. Her son may not be able to participate in band because of the new state Sophomore PE Mandate.
 - We need to review the by-law as a group on the minimum requirement for the number of board members needed. We may need to have an emergency meeting.
- **Hayley—financials report for April**
 - STMAA started the month of April at ~\$25K and ended at ~\$32K. Forecast that our balance would be closer to \$29K at the end of this year. We Started the year at ~\$39K. We will not have a meeting in June. The last financial report of the year will be done at the end of June. People can still submit expenses, but they have to be something that is forecasted. Otherwise, we need to call an emergency board meeting. After May 21st, by May 27th, I will need all reimbursement requests submitted. The only expenses in June should be for invoices from vendors. If you want something to be a donation to the program instead of being reimbursed, submit a photo of the receipts.
 - **Comment from Farah**—There is disparity between income and expense for the different ensembles, winter guard, and winter percussion. Jazz 1 and Jazz 2 spent more than they brought in. We need to consider how we might ensure people commit financially. Can we expect them to bring in 100%? How can we provide



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(support) winter programs in the future? Is Jazz 2 a class? No. So we should look at how we made decisions on what programs to provide.

- **Wendy**—Marching band is considered an 8th period class. We should have a mandatory winter program meeting before the program starts.
- **Mr. Sanchez**—Timing should be at the end of September
- **José**—Suggests adding more funds for the truck. Mike Gromley is set to take over Equipment responsibilities. We need to find another company to rent trucks that would be more suitable for moving band equipment. **Amanda**—will talk to a neighbor who may be able to provide a better drum transport.
- **Wendy**—no update.
- **Debjani**—asked if there will not be any newsletter published during the summer. Farah confirmed there will not be any.
- **Lorene**—finished uniform laundry. Missing 6 uniforms. Will need to look through the closets, marching band drum room, etc.
- **Annette**—no update. Farah: thanks Annette for the the video.
- **SMAC—Alex**: reviewing fundraisers from this year—students liked the popcorn and coffee fundraisers. Thought STMAA could have advertised more. Asked why we didn't do the Yankee Candle fundraiser. Mr. Sanchez replied that Yankee Candle stopped doing fundraisers. For Dine-outs, the least popular were Chipotle and Castillos. The most popular were Yogurt Land and Panda Express.
- **Sonya—Overview of Dine-Out fundraisers for the 2021-22 year.** Mod Pizza was the lowest. Chipotle gave us good profit. Castillos—gave us 10% of their profit all day. Kayleigh—Maybe more advertising would help. A lot of people don't know about the fundraisers early enough. Alex—using ASB Instagram for posting announcements, did not use them for Dine-Out fundraisers. Sonya—Asked Alex to include Dine-Out flyer in SMAC social media outreach.

➤ New Businesses



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- Review of the Preliminary Budget—
 - **Hayley:** Met with Farah and Nancy to review all budget numbers. With nonprofits we have to have a net balance of zero. We use the Music Marathon as the “plug” to adjust to give us a net zero balance. We are approving a budget for an income of \$130K. **José:** asked Hayley to add a note to line 45 that the cost will increase due to using alternative truck company (instead of Monarch) and insurance. **Hayley:** Student contribution forecast is about %80K. That means we need to make \$50K. We have not budgeted anything for non-staff expenses or the winter program expense yet. **José:** How about a budget for food? Hayley: No, because we expect that Patricia will continue to provide food next year.
- Approval of 2022-23 Preliminary Budget
 - Motion: José , Second: Sonya
 - Ayes: All Noes: 0, Abstain: 0
- Vote in Lorene Okamoto as Member at Large
 - Motion: Annette , Second: Hayley
 - Ayes: All Noes: 0
- Vote in new 2022-2023 treasurer Amanda Barefield
 - Motion: Hayley, Second: Annette
 - Ayes: All Noes: 0
- Plan Music Marathon After-Party—set date for 5/27 at 1:45pm, ice cream party
- Nancy described idea of college talk fundraiser. Hayley: if the location is ST we will need to have board approval. Suggested holding fundraiser offsite.

➤ **Comments and Announcements**



➤ **Next Meeting**

- Next board meeting: August 16th at 7pm

➤ **Adjourn**

- Meeting adjourned at 9:23pm



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APPENDIX A- Cash Position Report


Santa Teresa High School Band 16461 Position Report

Prepared 5/1/2022 12:21 PM

BEGINNING BALANCE 4/1/2022:	\$25,875.67	
<u>INCOME</u>		
<u>Music in the Parks Concessions</u>	230.00	
TOTAL INCOME	230.00	
<u>Music Marathon</u>	15,880.00	
TOTAL INCOME	16,110.00	
<u>Winter Guard</u>	550.00	
TOTAL INCOME	16,660.00	
<u>Donations</u>	301.00	
TOTAL INCOME	16,961.00	
<u>EXPENSES</u>		
<u>Transportation</u>	-6,751.28	
<u>Equipment/Supplies</u>	-15.28	
<u>Music</u>	-10.00	
<u>Support Staff</u>	-557.18	
<u>Winter programs</u>	-1,860.12	
<u>Staff Concert / Jazz</u>	-500.00	
<u>Event Expenses</u>	-464.60	
<u>Bank fees</u>	-84.69	
<u>Postage/Office Supplies</u>	-46.78	
TOTAL EXPENSES	-10,289.93	
ENDING BALANCE 04/30/2022:	\$32,546.74	



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APPENDIX B-Fixed Payment Summary

Santa Teresa High School Band Student Fixed Payment Summary
Prepared 5/1/2022 12:24 PM

Item Name	Item Amount	Amt Expected	Amt Collected	%
Concert Band	\$ 125	\$ 3,875	\$ 2,625	68%
Jazz 1	\$ 250	\$ 5,250	\$ 3,000	57%
Jazz 2	\$ 250	\$ 5,000	\$ 3,250	65%
Marching Band and Color Guard	\$ 950	\$ 53,200	\$ 37,550	71%
Symphonic Band	\$ 125	\$ 2,875	\$ 2,000	70%
Wind Ensemble	\$ 150	\$ 5,850	\$ 4,800	82%
Winter Guard JV	\$ 550	\$ 7,700	\$ 5,600	73%
Winter Guard Varsity	\$ 650	\$ 11,700	\$ 7,700	66%
Winter Percussion	\$ 600	\$ 12,000	\$ 7,650	64%
Totals		\$ 107,450	\$ 74,175	69%

5/1/22, 12:24 PM

Charms



Santa Teresa High School Band Student Fixed Payment Summary
Prepared 5/1/2022 12:24 PM

Item Name	Item Amount	Amt Expected	Amt Collected	# of Students
<u>Concert Band - 11-1-21</u>	125.00	3,875.00	2,625.00	<u>21 / 31</u>
<u>Jazz 1: 2-1-22</u>	250.00	5,250.00	3,000.00	<u>12 / 21</u>
<u>Jazz 2: 2-1-22</u>	250.00	5,000.00	3,250.00	<u>13 / 20</u>
<u>Jazz Combos - 2-1-22</u>	100.00	0.00	0.00	<u>0 / 0</u>
<u>Marching Band and Color Guard - 10-1-21</u>	300.00	16,800.00	11,400.00	<u>38 / 57</u>
<u>Marching Band and Color Guard - 11-1-21</u>	300.00	16,800.00	11,100.00	<u>37 / 56</u>
<u>Marching Band and Color Guard - 9-1-21</u>	350.00	19,600.00	15,050.00	<u>43 / 57</u>
<u>Symphonic Band - 11-1-21</u>	125.00	2,875.00	2,000.00	<u>16 / 25</u>
<u>Wind Ensemble - 11-1-21</u>	150.00	5,850.00	4,800.00	<u>32 / 40</u>
<u>Winter Guard JV - 1-1-22</u>	150.00	2,100.00	1,500.00	<u>10 / 14</u>
<u>Winter Guard JV - 12-1-21</u>	150.00	2,100.00	1,500.00	<u>10 / 14</u>
<u>Winter Guard JV - 2-1-22</u>	150.00	2,100.00	1,500.00	<u>10 / 14</u>
<u>Winter Guard JV - 3-1-22</u>	100.00	1,400.00	1,100.00	<u>11 / 14</u>
<u>Winter Guard Varsity - 1-1-22</u>	150.00	2,700.00	1,800.00	<u>12 / 18</u>
<u>Winter Guard Varsity - 12-1-21</u>	200.00	3,600.00	2,600.00	<u>13 / 18</u>
<u>Winter Guard Varsity - 2-1-22</u>	150.00	2,700.00	1,650.00	<u>11 / 18</u>
<u>Winter Guard Varsity - 3-1-22</u>	150.00	2,700.00	1,650.00	<u>11 / 18</u>
<u>Winter Percussion: 1-1-22</u>	150.00	3,000.00	2,250.00	<u>15 / 20</u>
<u>Winter Percussion: 12-1-21</u>	150.00	3,000.00	2,550.00	<u>17 / 20</u>
<u>Winter Percussion: 2-1-22</u>	150.00	3,000.00	1,650.00	<u>11 / 20</u>
<u>Winter Percussion: 3-1-22</u>	150.00	3,000.00	1,200.00	<u>8 / 20</u>
Totals		107,450.00	74,175.00	351 / 515



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APPENDIX C- Financial Report for April 2022,

Generated on May 1 by Hayley Ng

BUDGET CODE	INCOME / EXPENSE CATEGORY	2019-2020 YTD Actuals	2020-2021 YTD Actuals	2021-2022 Budget Revised 11/2/21	FORECAST	APR	YTD Actuals	FORECAST NOTES
	STARTING CASH BALANCE (CHARMS)					\$ 25,842		
	INCOME							
1001	General Fundraiser Income:	11,787	3,065	5,100	7,198	-	5,636	
	Year round fundraisers							
1001c	Bingo	490	-			-	-	
	Fall quarter fundraisers							
1001a	Gift Card Drawing	355	-				-	
1001d	Spirit Books	3,988	-				-	
1001e	See's Fall Fundraiser	-	474		300		-	No Fleetweek Competition - See's Fundraiser 11/15-11/30/21. Have not received valid check as of 4/30/22
1001i	Driven Coffee Roasters (formerly Yankee Candle / Ponsettia Sales)	1,983	-	600	398		398	Actual profit 10/25-11/7/21
1001k	Double Good Popcorn - Fall & Spring (formerly Football Pass)	-	2,000	2,000	4,500		3,316	Actual profit 9/17-9/21/21. Possible May 2022 Doublegood Fundraiser
1001m	Applebee's pancake breakfast	1,211	-				-	
	Winter/Spring quarter fundraisers							
1001h	Mattress Fundraiser / Hibernata	2,805	591	2,500	2,000		1,922	Mattress (Jan 2022) and Hibernata (April 2022)
1001f	Spring Fundraiser - See BG Popcorn above (prev. DeBrito Apple Sales)	955	-				-	Possible May 2022 Doublegood Popcorn individual fundraiser
1002	Concert ticket sales	2,355	-	2,000	1,719	-	970	
1002a	Holiday jazz event	1,012	-	500	333		333	December 2021
1002c	Spring jazz Concert	(700)	-	500	500		-	May 2022 - Tabard Theatre - 5/25
1002d	Fall Concert	(250)	-				-	N/A in 2021
1002e	Winter Concert	1,290	-	500	636		636	December 2021
1002f	Spring Concert	-	-	500	250		-	May 2022 - 5/16 & 5/17
1007	Music in the Parks Concessions	-	-	750	630	230	230	APRIL / MAY 2022 - Concession with pre-packaged items - 3 Days in March (\$230). Forecasting profit per day for 5/7 (\$100), 5/14 (\$100), 5/21 (\$100)? Updated to \$15,880 for Vertical Raise and \$7000 for Music Marathon / Silent Auction
1015	Music Marathon / Vertical Raise	29,390	12,368	33,258	22,880	15,880	22,880	
1016	eScrip	1	1				0	
1017	Amazonsmile	355	294	250	292		292	
1020	Music in the Parks festival hosting	-	-	3,000	2,500		-	3/16/22 Contract Revision - 5/7 (\$500), 5/14 (\$500), 5/21 (\$1500)
1021	Merchandise (Online store/FanCloth)	2,466	30	2,000	2,914		2,914	BSN FanCloth Sales + Rainforest Mds cost and sales
1027	Dine-Outs Concert	1,301	1,388	1,000	2,381		2,381	AUGUST TO MAY- 1 Per Mth - Actual profit as of 4/30/22
1101	Band/Symphonic/WindEnsemble	9,900	5,075	9,713	9,700		9,700	Based on April 2022 YTD Actuals
1102	Marching Band	50,650	9,000	43,225	37,742		37,742	Based on April 2022 YTD Actuals
1103	Jazz Bands	2,775	1,870	7,350	6,750		6,750	Based on April 2022 YTD Actuals
1104	Winter Guard	4,500	-	5,250	13,650	550	13,650	Based on April 2022 YTD Actuals
1105	Winter Percussion			15,000	7,950		7,950	Based on April 2022 YTD Actuals
1106	Donations to General Fund	1,991	8,777	-	1,411	301	1,411	Actual donations as of 4/30/22
1107	Reserves (Misc Ledger)	8,664	(9,595)	-	(6,046)		(6,046)	Money in Student's Charms Accounts
1109	Fleetweek Competition	2,000	-	2,000	-		-	No Fleetweek
	Income Totals	\$ 128,135	\$ 32,272	\$ 129,895	\$ 111,671	\$ 16,961	\$ 106,460	
	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)



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APPENDIX C- Financial Report for May 2022, cont'd

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2304	Transportation	24,561	-	26,000	21,066	6,751	18,066	
2304a	Sac State Super Show Comp Buses / (No Dublin Show)	2,630	-	2,500	2,900		2,900	Not attending 10/9 show. Using budget for WBA fees overage. Will attend on end of season exhibition benefit show. - 2 Buses
2304b	Mountain House Comp Buses	2,425	-	2,500	2,480		2,480	Per invoice
2304c	Independence HS Comp Buses	2,270	-	2,500	2,400		2,400	Per invoice
2304d	Logan HS Comp Buses - WBA	3,819	-	4,000	1,240		1,240	Per Invoice (Only used 1 bus)
2304e	MB bus driver tips	-	-	200	200	200	200	\$25 tip per day per event per driver out of Petty Cash - 4 event days. Petty cash fund to be reimbursed at end of school year.
2304f	Truck Rental/Gas	1,919	-	1,750	5,222	2,927	5,222	1 Truck For Equipment & Uniforms - 5 event days PLUS Graffiti removal costs added + Monarch Damage Estimate of \$2927.28
2304g	Fleet Week Buses	2,700	-	2,500	-		-	10/14/21 - Not attending Fleet Week. Doing a Veteran's Day event with carpooling. Using budget \$ for MB Staff coverage. Normally would use 2 buses
2304h	Driver Tips WBA	-	-	50	-		-	\$25 tip per day per event per driver 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	100	100	100	\$25 tip per day per driver per event out of Petty Cash - 4 event days
2304l	Santa Cruz Jazz Fest bus	-	-	2,400	1,984	1,984	1,984	Invoice # 18210 - Cabrillo College On 3/19/22 - Jazz - 56 on bus 1
2304m	Logan Band Fest Bus	-	-	2,500	-		-	No Logan Band Festival. Normally 2 buses with 56 on each
2304n	CMFA Buses	-	-	2,500	3,000		-	AVHS on 4/30/22 - Concert, WE and Symphonic - 2 buses with 56 on each
2304p	Campana Jazz Festival Bus	1,190	-	2,400	1,540	1,540	1,540	Invoice # 17708 - AVHS On 2/12/22 - Jazz - 56 on 1 bus
2602	Drummajor Camp	-	-	750	-		-	10/14/21 - Using budget \$ for MB Staff coverage. Normally this is for 2 students
2603	Financial Aid	396	-	-	-		-	
2618	Equipment/Supplies	26,751	2,037	4,900	5,844	-	5,403	
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	Includes Rainforest butterfly flags and replacement of broken flags
2618g	Sabers	-	-	-	-		-	
2618h	Supplies-COLOR GUARD	118	33	100	100		-	
2618i	MB Props	1,211	-	1,000	1,551		1,551	
2618j	Field Paint/Tape	356	-	300	168		168	
2618k	Flip Book Supplies	-	-	-	-		-	
2618m	Percussion Supplies	707	1,945	2,000	2,500		2,245	Changing heads for 6 snare, 5 base, and 4 sets of quads - \$1500 2 Harness /Carriers - \$250 each (2 possibly located at OGHs right now). Also purchased vibraphone mallets. New ipod needed for sound mixing. \$500 moved from 5002d
2619	Uniforms/Apparel	7,815	930	9,300	9,431	-	9,431	
2619a	Uniforms-COLOR GUARD	2,810	-	2,250	2,662		2,662	New CG Uniform
2619b	MB Uniforms	-	-	7,050	3,060		3,060	New MB Uniform



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2619c	Uniform Cleaning	900	-	1,000	810		810	
2619d	Uniform Supplies	-	-	-	-		-	
2619e	Membership Shirts MB	3,390	930	1,300	2,096		2,096	Rainforest Show Shirts + Sales
2619f	Orange/Blue Membership Shirts	715	-	750	803		803	Logo shirts for new students (60) and people that need to buy.
3007	Staff MB	28,775	14,437	30,000	33,063		33,063	
3008	Instrument Repairs/Supplies	450	-	-	110		110	
3009	Music	646	300	1,000	2,000	10	1,570	Per Sanchez; \$1000 moved from 5002c
3010	Support Staff	3,077	1,078	3,000	3,500	557	2,891	
3010a	admin support	3,077	1,078	3,000	3,500	557	2,891	Per Sanchez; \$1000 moved from 5002c
3010b	charms financial system support	-	-	-	-		-	
4003	Winter Programs	7,609	-	22,650	25,250	1,860	24,608	Clinic 11/17/21 with Practice Starting Dec 2021 Competition Dates: 2/5, 2/26, 3/5, 3/26 & 4/2/22
4003a	Winter Guard	7,609	-	7,500	10,100	797	10,089	DECEMBER TO APRIL - 1 instructor + 1 assistant
4003b	Winter Percussion	-	-	15,150	15,150	1,063	14,539	Contractors \$10K + Music \$2K, Truck Rental and Materials - No student transportation
4004	Jr Saints	167	-	150	150		(150)	Homecoming Jr. Saint T-shirt sales. Need to order 30 white Jr. Saint shirts from Screened Magic prior to end of school year.
5002	Staff Concert/Jazz	6,075	7,590	8,000	3,500	500	2,650	
5002a	day time sectionals	400	930	1,000	1,000		150	Percussion technique instructor - 1x per week
5002c	Instrument Clinicians	1,375	2,040	2,000	-		-	Per Sanchez: \$1000 moved to 3010a and \$1000 moved to 3009 - Sax ensemble, brass band, etc. 1x per week
5002d	Jazz Clinicians	4,300	4,620	5,000	2,500	500	2,500	Per Sanchez: Not forecasting any Jazz Combo / F.Heyenga expense. \$500 moved to 2618m for iPad.
5002e	Misc	-	-	-	-		-	Jazz Combo = F.Heyenga at 1x per wk and Jazz 2 = C.Lovejoy at 2x a week
5002f	Other Clinician	-	-	-	-		-	
5003	Event/Recognition Expenses	408	423	1,100	987	465	892	
5003a	CMEA Plaques	-	-	-	-		-	
5003b	Student PINs MB Finals	316	-	300	287		287	
5003c	Senior Corsages (Homecoming/Last Concert)	-	-	100	-		-	Parent donated corsages
5003d	Fleet week patches	-	-	-	-		-	
5003g	MB Volunteer thank you	-	-	150	-		-	MB pictures, frog gummies and thank you cards donated by parent. Prior year: Custom Keychains by Joey - Lottiedrake@hotmail.com
5003i	Graduation cords	92	-	200	200	153	153	
5003j	Varsity letters	-	68	-	-		-	Did not happen: Inventory on-site / Maybe have fundraiser to sell Black Varsity Jackets
5003k	Student Awards	-	355	350	500	312	453	National Award Plaques: John Sousa combo, Louis Armstrong
6000	Competition Fees	1,600	(565)	4,900	4,077	-	4,076	
6000a	WBA Dues	100	275	1,300	1,875		1,875	Not attending 10/9 show. Using budget for WBA fees overage. 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	1,100		1,100	2/25/22 - Per Sanchez move \$260 from 6000g.
6000c	Honor Band Entry	-	-	-	-		-	CMEA To You and Amador CMEA
6000d	Santa Cruz Registration	-	-	850	730		730	Jazz - Wrist bands for 45
6000f	West Valley Registration	-	-	-	-		-	
6000g	Logan Festival	-	-	400	-		-	2/25/22 - Per Sanchez move \$260 to 6000b. Wind ensemble judge fee



Date: Tuesday, May 3, 2022
 Time: 7:00pm

APPENDIX C- Financial Report for May 2022, cont'd

BUDGET CODE	INCOME / EXPENSE CATEGORY	2019-2020 YTD Actuals	2020-2021 YTD Actuals	2021-2022 Budget Revised 11/2/21	FORECAST	APR	YTD Actuals	FORECAST NOTES
6000h	Campana Jazz Festival Entry	660	-	660	372		372	Jazz 1 + Jazz 2 Ticket Pre-Orders
6000i	BOA Regional	-	-				-	
6000j	Reno Band Festival Entry/Disneyland	-	-	850	-		-	3/1/22 - Board Approved removal of Reno Festival and Disneyland.
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	Using original show and no copyrighted music
6002b	MB Show Design - Color Guard	-	-	500	-		-	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 but haven't received invoice as of 4/30/22
6002d	MB Drill Design - Todd Ryan	4,000	-	3,000	4,000		4,000	
6002e	MB music licensing	1,770	-				-	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
6006	Food services	324	-	4,600	377	-	377	
6006a	Band Day Parent Event	118	-				-	
6006b	Banquet Marching Band	-	-	300	-		-	Potluck - SIMAA provides paper products, utensils, table coverings etc
6006c	Wind Ensemble Festival Food	-	-	300	-		-	
6006d	Senior Dinner @ WBA Championship	176	-	500	-		-	No separate senior meal
6006e	MB Competition Food	30	-	2,600	-		-	Band Parents contributing food for free
6006f	Food WBA Champ	-	-	650	-		-	N/A - Normally budgeting \$10 per MB Student
6006g	Santa Cruz Meal	-	-	450	377		377	SIMAA paid for burritos. Normally \$10 per Jazz 1, 2 and Combo student
9001	financial fees	981	382	750	1,250	85	1,079	
9001a	bank fees	209	-				-	
9001b	credit card processing fees	772	267	750	1,250	85	1,060	
9001c	paypal fees	-	-				19	
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	29	662	
9017a	Postage/Office Supplies	454	236	250	250	29	491	
9017b	Teacher Expense - Misc	35	21	200	200		171	
9017c	Printing	-	-	500	500		-	
9023	Professional Fees/Subscriptions	2,576	3,701	2,445	2,422	-	1,697	
9023a	Website	230	-	-	-		-	
9023b	Charms	698	349	700	700		-	
9023c	iVolunteer	79	79	80	79		79	
9023d	P.O. Box Rental	92	106	110	134		134	
9023e	Tax Prep	1,398	1,353	1,500	1,434		1,434	
9023f	Music Subscriptions	-	1,759	-	-		-	
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.
	Expense Totals	\$ 128,744	\$ 33,278	\$ 129,895	\$ 121,372	\$ 10,257	\$ 113,078	
	Net Totals	\$ (608)	\$ (1,006)	\$ -	\$ (9,701)	\$ 6,704	\$ (6,619)	
	CURRENT CASH BALANCE - \$				\$ 32,547			
	PETTY CASH BALANCE - \$				\$ 1,310			