



ACHS Music Boosters General Meeting

Thursday, November 19, 2020

ZOOM

Meeting ID: 979 2597 5987

Password: 732288

<https://zoom.us/j/97925975987?pwd=eWlNcEc5WHhFVUY5MHV3ZlhaeXF3UT09>

1. Call to order
2. Approval of agenda
3. Approval of minutes from September meeting
4. Director's report
5. President's report
 - a. Zelle vs Paypal discussion
 - b. Loungewear update
 - c. Grant Update
6. Treasurer's report
 - a. Review Budget
7. Committee Chairs'/Directors' reports
 - a. Fundraising
 - i. Restaurant Nights
 - b. Communications
 - c. Uniforms
 - d. Transportation/Equipment
8. Student Leadership Report
9. Old business
10. New business
11. Future meetings

Handouts:

- 11/19/2020 agenda
- October General Meeting minutes
- October 2020 financials

Adolfo Camarillo High School- Music Booster Board Meeting
October 15, 2020 – 6:00pm



Meeting called to order at **6:02pm** by Joy Epstein.

Attendance: (Guests): Taylor Fuchs, Tristan Kanitz, Haylee Smith, Isabelle Oroc, Jennifer Blok.

Name	Present	Excused	Absent
Joy Epstein President	X		
Sara Richardson Vice President	X		
Kami Chan Secretary	X		
Angelica Jimenez Treasurer	X		
Julie Fuchs Asst. Treasurer	X		
Tara Stivers Communication Dir.	X		
Debbie Speth Parliamentarian	X		

Band Directors	Present
Daniel Cook	X
Cameron Guerrero	X

Quorum met: Yes

Agenda: **Sara Richardson made a motion to adopt tonight's agenda, Kami Chan seconded. Motion Carried.**

September meeting minutes: (Kami Chan) No changes/corrections. Meeting minutes will be filed into record.

Director's Report:

- Working on a project, full program, wind recording. From Happy Feet movie, Mr. Guerrero's friend sent an arrangement at no cost. Working on the project for the last two weeks. Working on something with wind ensemble, percussionists as well.
- Finals week is next week, will not be assigning finals. Working on The Alien Ships, a minute and a half piece. Normal classes the last two days.
- Pods will be staying the same. Zero period may have some modifications due to other classes on campus.
- Lots of variables with the changing county options. 2nd quarter schedules will be out soon, similar to marching band schedule. Not for vocal and jazz. Need more time to plan for all of the changes and variables.
- Only half of band students participated in on campus pods.
- Working to have ensemble photos to be done before Thanksgiving. Will be digitally imposed band pictures. Will be set up in the band room. Will take a few days to get everyone in. Tux/Dress attire- will attempt to do both formal and marching band uniform pictures. Might have to do it later in the year. The yearbook cutoff is January.
- Senior age out will be in the 2nd semester. Everything is evolving, ideally, we would like to do something, maybe later when things get better.

Student's Report:

- No Report

President's Report: Sara Richardson for Joy Epstein

- Loungewear sales were successful, we made \$440.94. Feedback has been positive, pick up was super easy. Can do another order, may add a new t-shirt design. Group seems to want to do another run. Pampered Chef coming up, on Facebook. Ships to customers' home, we will get 15% of all sales, 3-4 week turn around. It will be posted on the website; fundraiser runs from 10/26-11/2.
- Grant update: During the summertime, there was \$5k available through the County. We did not receive the grant but did receive a letter that they are getting more funding and will be funding this eventually.

Treasurer's Report: (Open) Angelica Jimenez

- Financial reports were presented.
- Budget title change, clinician expense changed to marching band salaries.
- **Anjelica Jimenez made a motion to approve the September financials as presented. Seconded by Jennifer Blok. Motion Carried.**

Adolfo Camarillo High School- Music Booster Board Meeting
October 15, 2020 – 6:00pm



- Anjelica Jimenez made a motion to approve the ASB accounts. Seconded by Kami Chan. **Motion Carried.**
- Anjelica Jimenez made a motion to ratify checks #500-504. Kami Chan seconded. **Motion Carried.**
- Anjelica Jimenez made a motion to approve the changes made to the budget. Seconded by Kami Chan. **Motion Carried.**
- Anjelica Jimenez made a motion to approve to pay an invoice for sheet music in the amount of \$554.82. Seconded by Jennifer Blok. **Motion Carried.**
- Anjelica Jimenez made a motion to approve using \$500 from line item 5560 and \$54.82 from line item 5435 to pay for the sheet music invoice. Seconded by Jennifer Blok. **Motion Carried.**

Fundraising Director: (Jennifer Blok)

- Chipotle – October 20th, will be on website.
- Hope to be presenting more opportunities for November and December.
- Working on some ideas, sent them to the Directors. Will work with them to come up with some fun ideas.
- Toki Lee's photo fundraiser was very successful, with your participation and her awesome work, the boosters raised \$1,200, we had 12 families participate.
- Mister Softee's 2nd fundraiser brought in \$598.00, thank you families for participating and Mister Softee for your continued support.

Communications Director: Tara Stivers

- Target donation gauge- drumline target donation on there, wanted to make sure the number posted is accurate amount, going to keep it the same for now. Some funds have become available from the district to help with drumline, the group will be doing stuff. Working on title for winter drumline, maybe more of a winter program vs. drumline only.
- Did do a direct donation request, for marching band, will see if it helps the program, may do the same later on with the other ensembles. Will provide updates in newsletters, etc.
- If you have any pictures and or other items for the newsletter, please send to Tara.

Uniforms: Penny Pentecost

- No Report

Transportation/Equipment Director: (Open)

- No Report

Old Business:

- No Report

New Business:

- Student leadership will be added to the next agenda, love to have them share.

Meeting Adjourned at: 7:03pm

Motions Made:

- Sara Richardson made a motion to adopt tonight's agenda, Kami Chan seconded. **Motion Carried.**
- Anjelica Jimenez made a motion to approve the September financials as presented. Seconded by Kami Chan. **Motion Carried.**
- Anjelica Jimenez made a motion to continue to allow only one signature on the checks due to Covid through the first quarter. Seconded by Kami Chan. **Motion Carried.**
- Anjelica Jimenez made a motion to move \$151.60 from the Restaurant fundraiser line item (4820) to the Truck Maintenance & Repairs line item (5690) to cover the fuel invoice not to exceed \$151.60. Kami Chan seconded. **Motion Carried.**

Kami Chan

Kami Chan
Recording Secretary

10:28 AM

11/15/20

Accrual Basis

ACHS Music Boosters

Profit & Loss

October 2020

	Oct 20
Ordinary Income/Expense	
Income	
DONATIONS/INCOME	
4020 · Concert/Symphonic/Wind Ensemble	350.00
4040 · Instrument Rental/Purchase	50.00
4050 · Jazz Band (I & II)	250.00
4060 · Marching Band Cont/Inc Transpor	800.00
4110 · Property Resale	520.00
Total DONATIONS/INCOME	1,970.00
FUNDRAISING	
4540 · Booster Wear/Lanyards/Spirit	85.00
4730 · Misc Fundraising	320.00
4770 · Paypal Giving Fund	6.00
4820 · Restaurant Nights	256.80
Total FUNDRAISING	667.80
Total Income	2,637.80
Gross Profit	2,637.80
Expense	
5200 · CONCERT ENSEMBLES	
5260 · Concert Music	54.82
Total 5200 · CONCERT ENSEMBLES	54.82
5300 · FUNDRAISING EXPENSES	
5315 · Booster Wear/Lanyards/Spirit	1,694.06
Total 5300 · FUNDRAISING EXPENSES	1,694.06
5500 · MARCHING BAND	
5535 · Instructors	1,048.00
5560 · Music - Pep Tunes	500.00
Total 5500 · MARCHING BAND	1,548.00
5600 · OPERATIONS	
5610 · Awards	200.00
5655 · Insurance	370.00
5675 · PayPal Fees	37.12
5680 · Supplies & Postage	11.00
Total 5600 · OPERATIONS	618.12
Total Expense	3,915.00
Net Ordinary Income	-1,277.20
Net Income	-1,277.20

ACHS Music Boosters

Profit & Loss Budget vs. Actual-NEW

July through October 2020

	Jul - Oct 20	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
DONATIONS/INCOME			
4010 · Choir	0.00	50.00	-50.00
4020 · Concert/Symphonic/Wind Ensemble	950.00	1,000.00	-50.00
4040 · Instrument Rental/Purchase	50.00	1,500.00	-1,450.00
4050 · Jazz Band (I & II)	1,000.00	750.00	250.00
4060 · Marching Band Cont/Inc Transpor	2,150.00	10,000.00	-7,850.00
4070 · Matching Funds	0.00	100.00	-100.00
4090 · Orchestra	500.00	100.00	400.00
4100 · Other Donations	0.00	250.00	-250.00
4110 · Property Resale	940.00	750.00	190.00
4160 · Winter Drums	0.00	7,000.00	-7,000.00
4170 · Winter Guard	0.00	1,000.00	-1,000.00
Total DONATIONS/INCOME	5,590.00	22,500.00	-16,910.00
FUNDRAISING			
4520 · Amazon Smile	89.73	300.00	-210.27
4540 · Booster Wear/Lanyards/Spirit	2,065.00	250.00	1,815.00
4700 · Capital Campaign	0.00	1,000.00	-1,000.00
4560 · Christmas Caroling/Leisure Vlg	0.00	200.00	-200.00
4580 · eScrip	0.00	1.00	-1.00
4730 · Misc Fundraising	3,020.00	250.00	2,770.00
4760 · Pastapalooza			
4760.1 · Pastapalooza - Auction	0.00	500.00	-500.00
4760.3 · Pastapalooza - Coin Drive	0.00	500.00	-500.00
Total 4760 · Pastapalooza	0.00	1,000.00	-1,000.00
4770 · Paypal Giving Fund	13.00	25.00	-12.00
4790 · Pie Sales			
4790.1 · Pie Sales - Income	0.00	500.00	-500.00
Total 4790 · Pie Sales	0.00	500.00	-500.00
4820 · Restaurant Nights	1,957.64	2,500.00	-542.36
4830 · Simply Sheets Sale	0.00	200.00	-200.00
4850 · Spin-A-Thon	0.00	100.00	-100.00
4890 · Window Decals	0.00	50.00	-50.00
Total FUNDRAISING	7,145.37	6,376.00	769.37
4910 · INTEREST INCOME	0.00	1.00	-1.00
Total Income	12,735.37	28,877.00	-16,141.63
Gross Profit	12,735.37	28,877.00	-16,141.63
Expense			
5100 · CHOIR			
5130 · Choir Music	0.00	50.00	-50.00
Total 5100 · CHOIR	0.00	50.00	-50.00
5200 · CONCERT ENSEMBLES			
5210 · Concert Clinicians	0.00	300.00	-300.00
5250 · Concert Instrument Repair	0.00	500.00	-500.00
5260 · Concert Music	54.82	250.00	-195.18
Total 5200 · CONCERT ENSEMBLES	54.82	1,050.00	-995.18
5300 · FUNDRAISING EXPENSES			
5315 · Booster Wear/Lanyards/Spirit	1,694.06		
Total 5300 · FUNDRAISING EXPENSES	1,694.06	0.00	1,694.06
5400 · JAZZ ENSEMBLES			
5410 · Jazz Clinicians	0.00	250.00	-250.00

10:31 AM

11/15/20

Accrual Basis

ACHS Music Boosters

Profit & Loss Budget vs. Actual-NEW

July through October 2020

	Jul - Oct 20	Budget	\$ Over Budget
5415 · Jazz Coach	0.00	300.00	-300.00
5430 · Jazz Instrument Repair	0.00	250.00	-250.00
5435 · Jazz Music	0.00	150.00	-150.00
Total 5400 · JAZZ ENSEMBLES	0.00	950.00	-950.00
5500 · MARCHING BAND			
5535 · Instructors	2,361.00	6,750.00	-4,389.00
5550 · Instruments, Repair	0.00	500.00	-500.00
5560 · Music - Pep Tunes	500.00	500.00	0.00
5565 · Percussion Equipment	0.00	250.00	-250.00
Total 5500 · MARCHING BAND	2,861.00	8,000.00	-5,139.00
5600 · OPERATIONS			
5610 · Awards	200.00	1,800.00	-1,600.00
5635 · Bank Charge	0.00	50.00	-50.00
5655 · Insurance	370.00	370.00	0.00
5660 · Legal	0.00	100.00	-100.00
5665 · Misc. NOT in budget	0.00	300.00	-300.00
5670 · P.O. Box	118.00	120.00	-2.00
5675 · PayPal Fees	230.67	700.00	-469.33
5680 · Supplies & Postage	11.00	105.00	-94.00
5685 · Tax Filing Fees	0.00	300.00	-300.00
5690 · Truck Maintenance & Repairs	151.60	152.00	-0.40
5699 · Website	0.00	400.00	-400.00
Total 5600 · OPERATIONS	1,081.27	4,397.00	-3,315.73
5700 · ORCHESTRA			
5705 · Orchestra Clinicians	0.00	150.00	-150.00
5720 · Orchestra Instruments - Repair	0.00	350.00	-350.00
5725 · Orchestra Sheet Music	0.00	200.00	-200.00
5730 · Orchestra String Coach	0.00	200.00	-200.00
5735 · Orchestra Supplies	0.00	150.00	-150.00
Total 5700 · ORCHESTRA	0.00	1,050.00	-1,050.00
5800 · WINTER DRUMLINE			
5810 · Winter Drumline Instructors	0.00	7,600.00	-7,600.00
5815 · Winter Drumline Music & Drill	0.00	250.00	-250.00
Total 5800 · WINTER DRUMLINE	0.00	7,850.00	-7,850.00
5900 · WINTER GUARD			
5910 · Winter Guard Instructors	0.00	5,530.00	-5,530.00
Total 5900 · WINTER GUARD	0.00	5,530.00	-5,530.00
Total Expense	5,691.15	28,877.00	-23,185.85
Net Ordinary Income	7,044.22	0.00	7,044.22
Net Income	7,044.22	0.00	7,044.22

10:32 AM

11/15/20

Accrual Basis

ACHS Music Boosters

Balance Sheet

As of October 31, 2020

	Oct 31, 20
ASSETS	
Current Assets	
Checking/Savings	
Chase - Checking (3611)	10,091.32
Chase - Savings (9619)	100.02
Chase - Transportation (2198)	100.04
Total Checking/Savings	10,291.38
Total Current Assets	10,291.38
TOTAL ASSETS	10,291.38
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	5.73
Total Accounts Payable	5.73
Total Current Liabilities	5.73
Total Liabilities	5.73
Equity	
3200 · Retained Earnings	3,241.43
Net Income	7,044.22
Total Equity	10,285.65
TOTAL LIABILITIES & EQUITY	10,291.38

ACHS Music Boosters

11/16/2020 8:37 PM

Register: Chase - Checking (3611)

From 10/01/2020 through 10/31/2020

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
10/05/2020	503	Joe Leon	5500 · MARCHING B...	Sept Payroll	768.00	X		9,850.52
10/05/2020	505	Will Moon	5500 · MARCHING B...	Sept Payroll	190.00	X		9,660.52
10/05/2020	506	Jordan Leicht	5500 · MARCHING B...	Sept Payroll	90.00	X		9,570.52
10/05/2020	507	Instrumental Awards	5600 · OPERATIONS:...	Invoice #2001	200.00			9,370.52
10/05/2020	508	J.W. Pepper & Co.	-split-	Order#296924	554.82			8,815.70
10/06/2020			-split-	Deposit		X	1,776.80	10,592.50
10/06/2020			FUNDRAISING:4540 ...	Deposit		X	45.00	10,637.50
10/11/2020	509	Bk Sports/Low Five L...	5300 · FUNDRAISIN...	Spirit wear cost...	1,694.06	X		8,943.44
10/11/2020	510	Void	5300 · FUNDRAISIN...					8,943.44
10/13/2020			-split-	Deposit		X	136.02	9,079.46
10/13/2020		US Postal Svc	5600 · OPERATIONS:...	Postage-Debit ...	11.00	X		9,068.46
10/13/2020	511	Cameron Guerrero	5500 · MARCHING B...		73.04			8,995.42
10/19/2020			-split-	Deposit		X	341.10	9,336.52
10/26/2020			DONATIONS/INCOM...	Deposit		X	50.00	9,386.52
10/27/2020			-split-	Deposit		X	1,001.76	10,388.28
10/30/2020		Association Insurance	5600 · OPERATIONS:...	Debit Card -Lia...	370.00	X		10,018.28

11:03 AM

11/15/20

Accrual Basis

ASB for ACHS Music Boosters
Balance Sheet -AC
As of October 31, 2020

	<u>Oct 31, 20</u>
ASSETS	
Current Assets	
Checking/Savings	
3630 Band Transportation	0.34
ASB 3600 Band/Guard	7,278.27
Total Checking/Savings	<u>7,278.61</u>
Total Current Assets	<u>7,278.61</u>
TOTAL ASSETS	<u>7,278.61</u>
LIABILITIES & EQUITY	
Equity	
3000 - Operating Fund Balance	1,820.52
Net Income	5,458.09
Total Equity	<u>7,278.61</u>
TOTAL LIABILITIES & EQUITY	<u>7,278.61</u>

ASB for ACHS Music Boosters

11/15/2020 11:05 AM

Register: ASB 3600 Band/Guard

From 10/01/2020 through 10/31/2020

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment C	Deposit	Balance
10/01/2020	To Print	OUHS	5500 · MARCHING B...	May 2019-202...	3,763.36		8,279.11
10/30/2020	To Print	OUHS	5500 · MARCHING B...	Sep 2020	1,000.84		7,278.27