

Bellbrook Music Boosters

07Nov2022

6:30 pm

BHS Library

General Membership Meeting Minutes

Call to Order: President Phoebe Dickman Time: 6:31

Attendance: Appendix A

1st: Brett Woeste 2nd: Laura Harr

Welcome:

Approval of the General Meeting Minutes, 03Oct2022

1st: Melissa Richardson 2nd: Ron Campbell

October Minutes Approved

Old Business:

• Procedure for proposing fundraising/future planning

 Getting a new fundraising trustee together to create a committee to get them together

• 2023 Golf Scramble

- August 7, 2023 Contract has been signed
- Sent to Mr. Solomon and on the calendar for the kid's as a mandatory performance for the kids to be there to perform before the scramble starts.

Past Donation Business Banners/Sign Update

- 99% of everything is put on the trucks, bought 4 new stickers for (WGI & BOA stickers) for the truck.
- Laura to work on sponsorship
- 9 total sponsors on the back of trucks

Merchandise/Yard Sign Fundraiser with Embellished Threadz

- o Michaela to work with Kim on IPE and Winter Guard stuff
- Michaela will work with them on getting Pit Crew stuff added to the fundraiser catalog

• Poinsettia Sale

- Ongoing
- \$2,945 so far in sales which is way behind in comparison to last year's sale

New Business

Officer's Report

o Election for trustees in open forum

• Treasurer's Report

o Appendix B

Board of Trustees' Report

o Nothing to report.

• Director's Report - Andy Solomon

- o Appendix C
- o Cookie Dough is coming world record cookie dough sales
- Next Tuesday, 11:30am-12:30pm getting the boxes and sorting them 2:15pm-3pm funneling kids in and out of the room, 6:30-7:15 volunteers for helping distribute cookie dough - Andy asking for volunteers

• Director's Report - Sheldon Apo

- o 29 kids in the middle school color guard breaking the group up into 2, one would be 6th grade color guard and one would be a 7th and 8th Grade color guard
- o Sheldon is excited to have 4 groups this season.
- o Open Guard is using the same designer/drill writer for their shows.

Director's Report - Cameron Halls

- o Really excited for IPE this year
- o Using Byron Valentine for uniforms this year.
- o Hoping to have 35 kids.
- o Police Escort on Saturday for the kid's coming home

Administrator's Report

• Confirm the golf scramble to put on the school calendar.

Winter Invitational - Co Chair Eli Alban & Brett Woeste

Working on the beginning stages of the Invitational

Optimist Club Flag - Update

- Kristin Selvaraj for Veteran's day we put out 111 flags at \$4 each, with 6 volunteers were able to sign-up, Kristin and Rachele did a training session on how to do it, volunteers will take them down next week
- Goal is to get more volunteers and get as many flags as we can get so we can make the most amount of money as possible.

Brainstorm ideas on how to get more volunteers especially for invitationals and golf outings

- Showing more presence
- Building friendships and connections to people
- Personally asking and inviting parents
- Concerts coming up setting up tables and lego raffles
- Identify the barriers that are keeping people from volunteering
 - Single parents finding ways to show that kids can also help volunteer
 - Helping people understand that not every job is physically labor intensive also
 - More description of the volunteer duties and who can do them more communications
 - Expanding participation accessibility is an issue maybe virtual meetings.
 - Expand the audience asking for only parents maybe we need to target extended family - maybe we look at extended families.
 - Creating a YouTube channel of "what is a booster?" "What is the organization?" "What is uniform washing?" Etc.
 - Using text as a means to reach out to new parents or using Remind as an option Matt Dalong
 - ALL Volunteers need background checked
 - Melissa is going to work on recording meetings in the next month.
 - December 6th and December 12th Ron Campbell and Carol Bird to work the tables at the concerts
 - Volunteer slideshow Melissa Richardson

Lego Raffle Fundraiser

 Nick and Brett want to do another Lego Raffle and want to set it up at the booster tables at concerts

Discuss 2023 Ice Breaker

Laura to reorganize all the info an present a new draft for how that works

• Spring Flower Sale - Vendor and Chair

- o FortMeyer & Sons made it pretty easy online some paper forms, but not a lot
- Karen willing to help if they are interested in taking it on.
- Rachele to send an email to

Banquet - confirm date. Rachele to propose a plan for the meal to be voted on

- November 30th
- Rachele asking for a potluck style banquet
- o BBQ theme

Discuss fee/donation models

- Appendix D
- Laura to form a committee to work on what it actually costs to put a kid through these programs and how to structure the budget to ensure we aren't ending the end of the year in a huge deficit.

 Marjorie brought up medical supplies being reimbursed or added into the budget to help out.

• Donation tracking spreadsheet

- Laura asked about a shared drive for everyone to access
- Send email to Laura that you want to use to share/change things on the sheet

Grand Nats

o 1:45pm Performance time

Open Forum

- Sandy Baggott May 6th Carillon Park Pavillion \$4300, charge couples \$60 per couple,
 Art Department willing to sell some Art of Seniors in a Silent Auction
 - Hor'devours and drink tickets
 - To Hold Date: \$1,290
 - Conflict with May 6th with musical
 - Sandy to get with new fundraising committee chair to work out details.
- Nick Lion's Club wants students to go to Lion's Club to ask for money
 - Nick to work on a date to set-up the kids going to Lion's Club
 - Barb and Andy to help get the right kids
 - A little over \$4000 raised so far, Nick would like to get it to \$5000 before asking Lion's Club

Trustee Election

Nathan Hiester, Carrie Remhof, and Amy Silance were elected into the trustee roles.

Adjourn: 8:20pm

1st: Laura Harr

2nd: Melissa Richardson

Appendix A: Attendance

Phoebe Dickman

Carol Bird

Ron Campbell

Sandy Baggott

Michaela Kronenberger

Laura Harr

Amy Rodenroth

Nathan Hiester

Brett Woeste

Melissa Richardson

Kristen Selvaraj

Patty Ball

Rachele Alban

Karen Beidelschies

Todd Whalen

Melanie Glover

Carrie Remhof

Marjorie Silva

Tracey Waller

Sheldon Apo

Cameron Halls

Barb Siler

Nick Falzerano

Andy Soloman

Appendix B

Treasurer's Report



Treasurer Report: Oct 31, 2022

BOOSTER FUNDS OVERVIEW:

- The boosters provide supplemental monetary support for the music programs. This is above and beyond what is covered by program fees.
- Primary support is for Marching band, IPE (Indoor percussion ensemble) and Winter Guard.

Actual:

Fiscal YTD Revenue:

\$ 114,895.24

Fiscal YTD Expenses:

116,577.99

Fiscal YTD Surplus/(Deficit):

\$ (1,682.75)

Projected through EOY:

Revenue:

\$ 128,140.87

Expenses:

138,597.48

Surplus/(Deficit): \$ (10,456.60)

BALANCES*

BALANCES*		Liabilities:	
	Assets:		\$3,406.59
Checking	\$46,770.78	Uniform Replacement	\$2,764.86
Savings	65,145.50		695.47
		Credit Card Balance	\$6,866.92
Total Assets	\$111,916.28	Total Liabilities	50,000.52

^{*}Please note the balances section is under construction. Need to investigate for completeness.

Monies Received from Donations/Fundraisers (October)*

Mon	iles Received from Donations/Fundraisers (Getting)	THE RESIDENCE OF THE PARTY OF T
#	Source	Amount
1	School Reimbursement (MB Staff salaries)	\$9,553.00
1		1,633.26
2	Dine ins	748.69
3	Poinsettias	,
4	Donations	437.00
- 1		358.60
5	Embellished Threadz	289.70
6	Charleston Wrap	100.00
7	Tag Day	
	Golf Scramble	100.00
8	GOII SCIAIIINE	

^{*}Does not include accompanying expenses

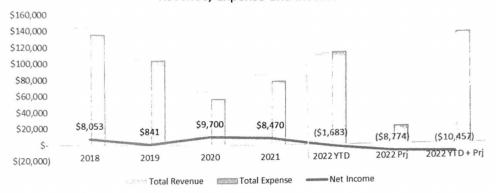
TREASURER ACTIVITIES/NOTES/TO-DO'S

IREA	SUKER AC	
#	Status	Description-
1	100	Treasury committee meeting structure – in progress
2	100	2023 Budget activities – in planning
3	888	MB Staff Salary reimbursement from the school – complete.
4		Met with Winter Guard staff to review 2023 budget
	*	

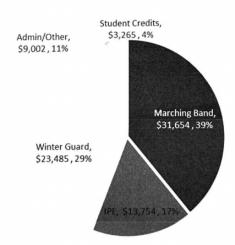


ADDITIONAL INFORMATION

Revenue, Expense and Income



Where does the Money Go?* YTD + Projected 2022



^{*}Excludes fundraising and invitational expenses. Winter guard and Marching Band expense is netted with income received from school for reimbursement



asurer Report: Oct 31, 2022

ncome and Expense Summary:

ems Not Netted:	2018	2019	2020	2021	2022 YTD	2022 Prj	2022 YTD + Prj	Budget
	2010	2019	2020	2021	2022 110			
Income:	***	*****	******	*40.004	\$3,370	\$626	\$3,996	\$3,616
Donations	\$10,780	\$7,759	\$15,591	\$19,031	34,074	0	34,074	14,621
Misc Income	5,437	3,558	5,475	85	34,074			
Expense:					(\$20 EQ2)	(\$10,898)	(\$50,490)	(\$29,010)
Marching Band	(\$26,923)	(\$21,828)	(\$12,978)	(\$18,085)	(\$39,592)	(7,800)	(37,785)	(26,731)
Winter Guard	(37,900)	(18,470)	(8,399)	(19,108)	(29,985)	0	(13,754)	(11,673)
IPE	(26,565)	(15,112)	(11,415)	(10,294)	(13,754)	0	(3,265)	(4,716)
Student Credits	(6,997)	(5,095)	(3,526)	(3,349)	(3,265)	(585)	(4,586)	(3,356)
General & Admin	(828)	(2,817)	(1,725)	(2,949)	(4,000)	(697)	(1,439)	(1,111)
Social/Hospitality	(1,269)	(1,215)	(414)	(298)	(742)	(616)	(616)	(616)
Music Programs	(520)	(650)	(727)	0	(762)	(1,424)	(2,186)	(2,186)
Food Committee	(11)	179	0	(1,005)		0	(175)	(175)
Miscellaneous Fundraising Expenses	0	0	(300)	ol	(175)			
ems with Income and Expense Netted:							\$11,331	\$12,950
	\$0	\$0	\$0	\$0	\$ 11,331	\$ -	10,881	8,971
Golf Outing	6,965	11,268	0	2,022	10,881	6,000	8,147	8,147
Fall Invitational	12,744	3,475	6,783	9,587	2,147	0,000	7,662	8,134
Scrip	5,611	9,357	2,483	9,487	7,662	0	4,226	2,874
Tag Day	2,230	2,587	3,053	3,625	4,226	0	5,632	5,632
Dine In	3,974	5,501	(3,822)	7,552	5,632	0	4,351	4,35
Spring Flowers	7,483	10,806	8,123	3,068	4,351	6,332	7,080	2,478
Winter Invitational	1,594	1,432	3,148	3,738	749	0,332	2,303	2,30
Poinsettas	0	296	0	1,050	2,303	0	1,471	1,47
Raffie	2,144	958	0	1,285	1,471	0	0	
Pies	1,178	1,060	4,600	0	0	288	910	91
Car Wash	226	382	652	851	622	0	801	64
Amazon Smile	808	453	0	0	801	0	359	45
Com Fritters	466	0	223	679	359	0	324	
Sprit Wear	0	0	0	0	324	0	290	
Avenue of Flags Yankee Candle/Charleston Wrap	1,463	1,316	0	637	290	U	250	
Historic (informational)	\$2,315	\$0	\$0	\$0	\$0	\$0		
Dayton Dragons	2,152	(200)	(253)	441	0	0		
Euchre Party	(494)	(7)	0	420	0	0	0	
Souvenirs	4,502	3,974	808	0	0	0	0	
UD Concessions	250	0	0	o	0	0	0	
Calendars (deleted)	60	0	0	0	0	0	0	
Yard Signs	528	0	0	0	0	0	0	
Food Truck Rally (deleted)	1,860	2,085	0	0	0	0	0	
Ford Drive Event	1,860	1,853	0	0	0	0	0	
Peeler Cards		0	0	0	0	0	0	
Winter program Fees (Deleted)	36,697	(2,062)	2,318	0	0	0	0	
Expenses (historic)	(1,907)	(2,002)	2,010	٩				
let Income	\$8,053	\$841	\$9,700	\$8,470	(\$1,683)	(\$8,774)	(\$10,457)	(\$2,017

Appendix C

Director's Report

DIRECTOR'S REPORT Monday, November 7, 2022

- Upcoming events:
 - o Disney parade rehearsal schedule will be shared soon
 - Look for Pep Band signups coming soon!
 - O Jazz Band tentative start date January 2023
- Marching Band Updates:
 - Our marching band show/program coordinator, Mr. David Carbone, came in October to make changes and improvements to our show!
 - Congratulations on being named 2022 MSBA AAA Champions
 - The Marching Eagles were undefeated in Class AAA at MSBA competitions this year
 - November 10-12: Grand Nationals General Information (a more in-depth itinerary will be sent once more details are finalized):
 - Thursday 11/10 Leave Bellbrook in the morning, perform at 1:15pm in Prelims. Arrive home in Bellbrook around dinner time, go home.
 - Friday 11/11 Leave Bellbrook in the morning, watch bands, and watch Prelims awards at the end of the night.
 - Friday night we will be staying in a hotel (Hyatt Place Indianapolis/Fishers, 11455 IKEA Way, Fishers IN, 46037)
 - Saturday 11/12 Possible scenarios:
 - If we make Semifinals, we will most likely have a VERY EARLY wake up and early performance time. Stay for awards, and arrive home around dinner time
 - If we do not make Semifinals, we will have a more leisurely wakeup, and then go to watch Semifinals. Arrive home around dinner time.
 - o Banquet: Wednesday, November 30
 - Dinner at 6pm, awards at 7pm
- Winter groups
 - LookIPE and Winterguard calendars and audition information has been shared!
- Winter concert: Tuesday, December 6 featuring both bands and the choir!

Appendix D

Fee Update Proposals

Fee Update Proposal

Prepared by Laura Harr

Based on our current program expenditures, I estimated the net impact of continued funding of programs at the Booster's current level with fees staying as currently proposed. Current program models project a Booster deficit of -\$7,461 based on current fee structures.

CURRENT FUNDING MODEL

Program	Program Budget	Fees Cover	Boosters Cover	Booster %	Students	Proposed Fees*	Current Fees	Student Impact
Belles	\$5,000	\$5,250	-\$250	-5%	15	\$400	\$400	\$0
MS Guard	\$12,000	\$14,500	-\$2,500	-21%	29	\$550	\$550	\$0
Open Guard	\$30,000	\$16,200	\$13,800	46%	18	\$950	\$950	\$0
IPE	\$29,000	\$16,275	\$12,725	44%	31	\$575	\$575	\$0
Marching Band	\$89,000	\$59,770	\$29,230	33%	86	\$745	\$745	\$0
NISC COSTS			\$15,456					
OTALS	\$165,000	\$111,995	\$68,461	41%	179			
						Booster Costs		\$68,461
						Income from Fundra	icing	\$61,000

 Booster Costs
 \$68,461

 Income from Fundraising
 \$61,000

 Booster Net
 -\$7,461

rom there, I used the same assumptions (budget, number of students, steady income from fundraising) to run several models of Booster support for the rajor programs. I also included projected miscellaneous costs. These assumptions were based on the 9/30/2022 Treasurer's Report.

^{*}Proposed fees include \$50 per student for school.

MODEL #1: No Booster Support (baseline):

School fees cover all costs associated with program budgets. Based on the budgets, you can see the cost per student (listed below). There would be no Booster costs in this model.

						Income from Fundra	ising	\$61,000 \$45,544
OTALS	\$165,000	\$102,000	710,100			Booster Costs		\$15,456
	\$165,000	\$162,000	\$15,456	10%	179			
MISC COSTS			\$15,456					
Marching Band	\$89,000	\$89,000	\$0	0%	80			
PE	\$29,000	\$26,000			86	\$1,085	\$745	\$340
Open Guard			\$0.	0%	31	\$889	\$575	\$31
MS Guard	\$30,000	\$30,000	\$0	0%	18	\$1,717	\$950	
	\$12,000	\$12,000	\$0	0%	29			\$76
Belles	\$5,000	\$5,000	\$0	0%	15		\$550	-\$8
Program	Program Budget	Fees Cover	Boosters Cover	Booster %		\$383	\$400	-\$1
MODEL 1: NO BOO	STER SUPPORT				Students	Proposed Fees*	Current Fees	Student Impact

MODEL #2: Boosters Fund Percentage of Program Budgets:

In this model, Boosters pay a set percentage of programming budgets. I reviewed both 20% and 33% funding level models.

MODEL 2A: BOOSTERS FUND 20% OF PROGRAM BUDGETS

Program	Program Budget	Fees Cover	Boosters Cover	Booster %	Students	Proposed Fees*	Current Fees	Student Impact
Belles	\$5,000	\$4,000	\$1,000	20%	15	\$317	\$400	-\$83
MS Guard	\$12,000	\$9,600	\$2,400	20%	29	\$381	\$550	-\$169
Open Guard	\$30,000	\$24,000	\$6,000	20%	18	\$1,383	\$950	\$433
IPE	\$29,000	\$23,200	\$5,800	20%	31	\$798	\$575	\$223
Marching Band	\$89,000	\$71,200	\$17,800	20%	86	\$878	\$745	\$133
MISC COSTS			\$15,456					
OTALS	\$165,000	\$132,000	\$48,456	29%	179			
						Booster Costs		\$48,456
						Income from Fundraising		\$61,000
						Booster Net		\$12,544

MODEL 2B: BOOSTERS FUND 33% OF PROGRAM BUDGETS

Program	Program Budget	Fees Cover	Boosters Cover	Booster %	Students	Proposed Fees*	Current Fees	Student Impact
Belles	\$5,000	\$3,350	\$1,650	33%	15	\$273	\$400	-\$127
MS Guard	\$12,000	\$8,040	\$3,960	33%	29	\$327	\$550	-\$223
Open Guard	\$30,000	\$20,100	\$9,900	33%	18	\$1,167	\$950	\$217
IPE	\$29,000	\$19,430	\$9,570	33%	31	\$677	\$575	\$102
Marching Band	\$89,000	\$59,630	\$29,370	33%	86	\$743	\$745	-\$2
MISC COSTS			\$15,456					
OTALS	\$165,000	\$110,550	\$69,906	42%	179			
	-		•			Booster Costs		\$69,906
						Income from Fundraising		\$61,000
						Booster Net		-\$8 906

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MODEL #3: School Fees Increased:

In this model, school fees are increased. I did not increase guard fees as the proposed fees already represent an increase for 2023.

MODEL 3A: FEE INCREASE OF 20%

Program	Program Budget	Fees Cover	Boosters Cover	Booster %	Students	Proposed Fees	Current Fees	Student Impact
Seves	\$5,000	\$5,250	-\$250	-5 %	15	\$400	\$400	\$C
MS Guard	\$12,000	\$14,500	-\$2,500	-21%	29	\$550	\$550	\$0
Open Guard	\$30,000	\$16,200	\$13,800	46%	18	\$950	\$950	\$C
195	\$29,000	\$19,840	\$9,160	32%	31	\$690	\$575	\$115
Marching Sand	\$89,000	\$72,584	\$16,416	18%	86	\$894	\$745	\$149
MISC COSTS			\$15,456					
TOTALS	\$165,000	\$128,374	\$52,082	32%	179			
						Booster Costs		\$52,082
						Income from Fundraising		\$61,000
						Booster Net		\$8,918

MODEL 3B: FEE INCREASE OF 10%

Program	Program Budget	Fees Cover	Boosters Cover	Booster %	Students	Proposed Fees	Current Fees	Student Impact
Belies	\$5,000	\$5,250	-\$250	-5%	15	\$400	\$400	\$.
MS Guard	\$12,000	\$14,500	-\$2,500	-21%	29	\$550	\$550	\$0
Open Guard	\$30,000	\$16,200	\$13,800	46%	18	\$950	\$950	\$0
IPE	\$29,000	\$18,058	\$10,943	38%	31	\$633	\$575	\$58
Marching Band	\$89,000	\$66,177	\$22,823	26%	86	\$820	\$745	\$75
MISC COSTS			\$15,456					
TOTALS	\$165,000	\$120,185	\$60,272	37%	179	-		
				Booster Costs		\$67.77		

Booster Net	\$729
Income from Fundraising	\$61,000
Booster Costs	\$60,272

MODEL #4: Booster Donation Model with Fee Leveling:

In this model, school fees are level set among guard and marching band. In addition, a booster donation is added- \$75 for Middle Guard through High School, \$25 for Little Belles. For this donation, students would receive items like show shirts, band camp meals, etc. Parents would not be asked to donate additional funds during the season or provide food. Based on my research, this donation would not be looked at any different than a Girl Scout Troop charging troop dues and would not jeopardize any charitable, tax exempt status of the organization.

MODEL 4: BOOSTER DONATION MODEL WITH FEE LEVELING

Program	Program Budget	Fees Cover	Boosters Cover	Booster %	Students	Proposed Fees	Current Fees	Student Impact
Belles	\$5,000	\$5,625	-\$625	-13%	15	\$425	\$400	\$25
MS Guard	\$12,000	\$15,225	-\$3,225	-27%	29	\$575	\$550	\$25
Open Guard	\$30,000	\$14,850	\$15,150	51%	18	\$875	\$950	-\$75
IPE	\$29,000	\$19,375	\$9,625	33%	31	\$675	\$575	\$100
Marching Band	\$89,000	\$70,950	\$18,050	20%	86	\$875	\$745	\$130
MISC COSTS			\$15,456					
TOTALS	\$165,000	\$126,025	\$54,431	33%	179			
						Booster Costs		\$54,431
						Income from Fundraising		\$61,000
						Booster Net		\$6,569

Fees Conclusion

Based on the modeling, I believe that two options stand out as providing financial stability. Model 4: Booster Donation Model with Fee Leveling and Model 3A: Fee Increase of 20%. While at the surface, the fee increase provides slightly more income to the Boosters to use for incidentals and future expenses, I believe that leveling fees across the organization are important to keep programs accessible for students.

In addition, the donation amount of Model 4 can be more easily increased or decreased in coming years without the formality of the school board's involvement. If the above models or some iteration of them are not adopted, the Boosters organization will need to increase fundraising activities in order to help sustain its financial health.

Fundraising

In addition to fees, I researched fundraising buyouts for parents and their legality as far as not jeopardizing our organization's 501(c)3 status. According to the IRS (https://www.irs.gov/pub/irs-tege/eotopica93.pdf), the organization can ask members to fundraise for a certain amount of funds or offer a buyout for fundraising so long as:

- Any funds raised (by buyout or through selling products) doesn't create a personal benefit to one party AND the funds raised are used to benefit
 the entirety of the entire group.
- Preferential treatment isn't granted to students based on their fundraising.
- Substantial fee reductions cannot be granted based on fundraising.
- Not participating in fundraising of any kind should also not prohibit a student from participating in the events of the organization.

I modeled out the fundraising buyout using Marching Band student counts of 86 participants and a 20% profit margin on sales. This buyout would not pertain to the Tag Day sales which would remain a mandatory fundraiser.

Parent Donation: \$200 Boosters Keep: \$200 Student Sales Goal: \$750 Boosters Keep: \$150 Student Credits Earned: \$37.50

While if every parent donated, the Boosters would keep more money, some students would outperform the \$750 sales goal earning the Boosters more money. Likely, a mix of buyout and product sales will occur within the group. The below table illustrates the Buyout vs. Product Sales breakdowns and their net to the Booster organization. Note that the totals in all cases by setting a sales goal across the fundraising products throughout the year nets the boosters a much larger profit to be used.

		FUNDRAISING		
BU	виуоит		PRODUCT SALES	
100%	\$17,200	0%	\$0	\$17,200
80%	\$13,760	20%	\$2,580	\$16,340
50%	\$8,600	50%	\$6,450	\$15,050
20%	\$3,440	80%	\$10,320	\$13,760
10%	\$1,720	90%	\$11,610	\$13,330
ent Profit (less student	credit) from Sales of spring flo	wers, poinsettias, and pie	s	\$

Final Recommendation It is my recommendation that the Boosters choose and adopt a new fees structure as well as a fundraising buyout. I believe we should pilot these 2023-2024 Academic Year and make adjustments as appropriate in subsequent years. Doing so will help our organization to remain fiscally health allow us to better provide for the students we serve. It will safeguard the organization to allow us to maintain Bellbrook's legacy of excellence.			

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