



Bellbrook Music Boosters

01May2023

6:30 pm

BHS Library

General Membership Meeting Agenda

Call to Order:

1st: Melissa Richardson

2nd: Amy Silance

Attendance: Appendix A

Welcome:

Approval of the General Meeting Minutes, 03April2023

1st: Carrie Remhof

2nd: Melissa Richardson

Old Business:

- **Spring Flower Sale**
 - Thursday, May 4th they will deliver at 3pm, need help sorting and unloading and arranging for pick-up at 5pm at the Middle School.
- **Derby Update**
 - Sold 60 tickets.
 - Table Sponsors are almost sold out.
 - Centerpieces are good.
 - Sponsorship ads are taken care of.
 - Bar menu is ready to go.
 - Rules to the games.
 - Silent auction forms are ready.
 - Will need 3 highest checks for the art students and one for the art department.
 - Will need checks done for the Estate, caterer, DJ, and dance instructor.
 - Liquor will be about \$375.
 - Liquor, beer and wine can be returned if not opened.
 - Liquor license is approved!

- Derby Spreadsheet

Item	Actuals	Expected+Actual	Per Person Estimate	Estimates by # of people		
				60	Variable Cost?	Notes
Expenses						
Fixed Cost						
Venue Rental (plus \$750 Retainer)	\$1,750	\$1,750		\$1,750	N	The \$750 retainer is returned after the event. We still owe \$1000.
Liquor License	\$150	\$150		\$150	N	
Insurance	\$167	\$167		\$167	N	
Dance Instructor	\$50	\$50		\$50	N	No RFP for this payment yet. We still owe \$50.
DJ	\$250	\$250		\$250	N	No RFP for this payment yet. We still owe \$250.
Picture frames for table sponsors	\$0	\$0		\$0		donation
Variable Cost						
Caterer	\$2,217	\$1635 + \$582.14		\$2,217	Y	We still owe \$582.14
Linens	\$418	\$418		\$418	Y	There will be 21 tables total for guests, food, games, and art. We owe \$TBD.
Liquor	\$375	\$375		\$375	Y	Arrow Wine & Spirits
Mixers and Ice	\$75	\$75		\$75	Y	Kroger's
Decor, Games, Prizes, roses	\$50	\$50	\$50	\$50	N	Games are donated, roses will be purchased by Michaela
Table Flowers				\$0	Y	cancelled due to cost
Plasticware	\$110	\$110	\$2	\$110	Y	Amazon
Cups	\$64	\$64		\$64	Y	Amazon
Fixed Cost Total						
	\$2,367	\$2,367		\$2,367		
Variable Cost Total						
	\$3,309	\$1,092		\$3,309		
Total Cost						
	\$6,676	\$3,459		\$5,676		
Revenue						
(as of 4/28)						
Ticket Sales	\$4,500	\$4,500	\$75	\$4,500		60 tickets sold as of 4/28
Retainer- returned	\$750	\$750		\$750		
Sponsorships						
\$100			2	\$200		
\$250			4	\$1,000		
\$50			2	\$100		
Sponsorship total	\$1,300	\$1,300		\$1,300		\$1,300 received as of 4/28
Drink sales						
	\$0	\$300	\$5	\$300		With 2 free tickets included, estimated one additional drink
Derby Day Game tickets		\$600	\$10	\$600		Estimated 1 entry per person
Racing for Roses Bet ticket		\$120	\$2	\$120		Estimated 1 bets per person
Total Revenue						
	\$6,550	\$6,850		\$7,478		
Revenue less expense						
	\$874	\$3,391		\$1,894		

- Golf Outing Update

- Golf Outing:** is on track to be just as successful as last year. Currently, we are about a third of the way there on team registration and hole sponsorship.

- We currently have 7 teams registered and have 6 hole sponsorships in place (we have received payment for 5).
 - Prizes that have been secured for the winning teams: CCN Round for 4, Cincinnati Reds tickets, \$25 Dewey's gift card
 - Winning team prizes yet to secure: Sugar Valley Round for 4, \$300 in restaurant gift cards and Yankee Trace Round for 2.
 - Still working on obtaining closest to the pin and guessing game prizes.
 - Raffle Baskets secured: Planthropy Moss Art, Dragon's Tickets / Hats, OSU Day with the Band, UD Basket
 - Tossing around auctioning off the high dollar items so we can capitalize on making more money on those items.

- Needs:**

- Last year, we discussed making the golf out a required day for students to:

- Assist with golf bags from the parking lot to carts
- Play the national anthem
- Play the fight song
- Thank sponsors and golfers
- Encourage additional donations
 - Volunteer Assignments are outlined, but we will not send out a sign up until closer to the actual event.

	PROJECTION			ACTUAL		
	QTY	AMOUNT	TOTAL	QTY	AMOUNT	TOTAL
Team Registrations (Early Bird)	10	\$500	\$5,000	7	\$500	\$3,500
Team Registrations (New)	10	\$600	\$6,000		\$600	
Mulligan Packs	15	\$100	\$1,500		\$100	\$0
Drink Tickets	80	\$7	\$560			\$0
Silent Auction			\$1,000			\$0
Hole Sponsors	18	\$300	\$5,400	5	\$300	\$1,500
Range and Green Sponsorship	1	\$500	\$500		\$250	\$0
Cart Sponsorships (Rumpke Application)	25	\$50	\$1,250	1	\$50	\$50
Dinner Sponsor (Key Bank Request)	1	\$2,000	\$2,000		\$1,500	\$0
Walmart Sponsorship	1	\$1,000	\$1,000		\$1,000	\$0
Expenses/Decorations/Prizes			-\$800			
Tee Gifts (updated to actual estimate)	80	-\$13	-\$1,000	28	-\$13	-\$364
Tournament Fees to CCN	80	-\$65	-\$5,200	28	-\$65	-\$1,820
Happy Hour Food & Beverage Fees (\$35 plus 20% gratuity)	100	-\$42	-\$4,200	28	-\$42	-\$1,176
Drink Costs	300	-\$6	-\$2,160			\$0
PROFIT			\$10,850			\$1,690

- **Dayton Dragon**
 - Next game is May 18th
 - We have 2 kids that can't come so we have 2 more slots to fill that day.
 - We have 8 more dates.
 - Rachele to send out an email for sign-ups.
- **Mattress Sale**
 - We sold 24 mattresses; National Average is 22.
 - We are on the schedule for next year and he wants to do it every year.
 - Tentatively: April 28, 2024
 - On the calendar that day.
 - Flyers at the Sugar Maple helped.
 - \$1000 meeting incentive for every year.
 - If you find an organization that they are not already involved with and we get them involved we get 5% of their sales.
 - Mattress man will be sending a report soon with what we made. He did say he thinks we will make between \$3000 and \$4000.
 - Mattress man wants to come in 2 weeks earlier to talk to the kids in class.
- **Dine Out Update**
 - Wednesday, May 3rd at the Centerville Marion's
 - Have to have the flyer in person to get it to count.
 - Rachele to send to Andy to print out and give to the kids.
 - Rachele is planning on being there the first hour 5pm-6pm to hand out flyers and Carrie is going to check to see if she can come at 6pm to take over for Rachele.

- July 11th is Chipotle dine-in.
- **Sugar Maple Festival**
 - **Corn Fritters:** Huge thanks to Eli Alban for taking charge of this fundraiser. Also big thanks to Carol Bird for helping all weekend long. While this is not a big money maker for the boosters, over the course of the weekend, I learned about why it's a critical piece to future success:
 - It was unbelievable how many community members came by for an annual fritter. The community really does rely on this staple in the park. An opportunity to market ourselves.
 - The number of legacy family members who pop by to reminisce is an untapped source for communications and fundraising.
 - The opportunity to tap into booster history at a time when the boosters were highly successful. I actually met up with a grandmother who used to run the euchre party. With the handful of details she provided me, I was able to access all of the history behind the euchre party.

New Business

- **Officer's Report**
 - Nothing to report.
- **Treasurer's Report**
 - **Appendix B**
 - **Highlights from the report:**
 - YTD is (still) showing negative net income while the projected numbers are showing positive.
 - Next month will see decreases in the balance sheet since we will be paying out the held funds for the NYC trip.
 - 2022 Taxes are complete, but not filed. They were sent for review to the prior treasurer on 4/24. They are due mid-May.
 - Mid year budget review will occur in July
 - New checkwriter named - THANK YOU MICHAELA!!!
 - 2 of the 3 Guard reimbursements are still outstanding.
 - Discussion on fees and kids who drop out of the program mid-season and figuring out how to alleviate the costs that the program has already incurred.
 - Melanie Glover asked what the expected breakeven point for the fiscal year. Rachele sent the question to Karen Beidelschies.
- **Board of Trustees' Report**
 - Nothing to report.
- **Director's Report - Andy Solomon & Barb Siler**

- **Appendix C**
- October 21st - Bellbrook Fall Invitational
- Obetz Regional - Block 3 - 12:15 pm-2:15 pm
- Marching Band Show: Press Play
- Command Performance for Marching Band - Patty asked about doing a donation to come to it. Andy said that we have done a can food drive in the past. Laura Harr mentioned having one of the kids dressing up in the prototype and walking around with a shakeo asking for donations. Andy will look into if we get to keep the the prototype.
- **Administrator's Report**
 - Todd Whalen ran through the dates for the next year to get the meetings on the calendar.
- **Icebreaker**
 - Planning Meeting for the Icebreaker Wednesday, May 10th at 6pm
- **Concert Uniforms - Barb Oschner**
 - Barb would like to transition the concert attire to someone else. We will get with her another time to work through that.
- **Food Committee and Social Committee Chairs**
 - The executive board needs to approve the chair of all the committee heads. Rachele to send out an email to get approval for committee heads for food and social.
 - Food Committee: Rachele Alban and Michaela Kronenberger
 - Social Committee: vacant
- **Special Trustee Election**
 - Laura Harr and Brett Woeste
 - Laura Harr was voted in as new trustee.
- **Open Forum:**
 - **Euchre Party:** So many of the folks who popped by the corn fritter booth asked about the euchre party and / or flower sale. These fundraising staples are ways legacy family members can give back to the organization they still feel they are part of. We are going to be looking at the euchre party and evaluating it as a possibility for Spring 2024
 - **Uniform Update:** Andy Soloman and Natalie Rodenroth came in with the prototype of the new marching band uniform. It is not a final design as some things will change.
 - We do not have the cape or the shakeo; we need to keep raising money for these extra items.
 - **Graduation:** Brett is going to head up selling water again at graduation this year.

Adjourn: 8:12pm

1st: Tradd Baggott

2nd: Danielle Woeste

Appendix A:

Attendance

Laura Harr

Melissa Richardson

Troy Miller

Alicia Miller

Valerie Hiester

Nathan Hiester

Brett Woeste

Danielle Woeste

Amy Rodenroth

Michaela Kronenberger

Todd Whalen

Amy Silance

Carol Bird

Sandy Baggott

Tradd Baggott

Rachele Alban

Melanie Glover

Kristi Magee

Barb Siler

Andy Soloman

Carrie Remhof

Nick Falzerano

Patty Ball

Absent: Karen Beidelschies

Appendix B:

Treasurer's Report



Treasurer Report: Apr 2023 (As of 4/27)

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 2023:

Fiscal YTD Revenue: \$ 40,562.87
 Fiscal YTD Expenses: 48,179.66
 Fiscal YTD Surplus/(Deficit): \$ 7,616.79

Expected 2023:

Fiscal YTD Revenue: \$162,910.07
 Fiscal YTD Expenses: 154,100.69
 Fiscal YTD Surplus/(Deficit): \$ 8,809.38

BALANCES*

Assets:		Liabilities:	
Checking	\$48,317.82	Uniform Replacement	\$13,721.59
Savings	65,148.69	Other Passthrough – NYC, etc.	6,712.20
Total Assets	\$113,466.51	Total Liabilities	\$20,433.79

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

Monies Received from Donations/Fundraisers (Apr)*

#	Source	Amount
1	Derby Gala	\$2,725.00
2	Golf Outing	\$800.00
3	Credit card rewards payout	\$597.24
4	Corn Fritter Booth	\$82.00

*Does not include accompanying expenses

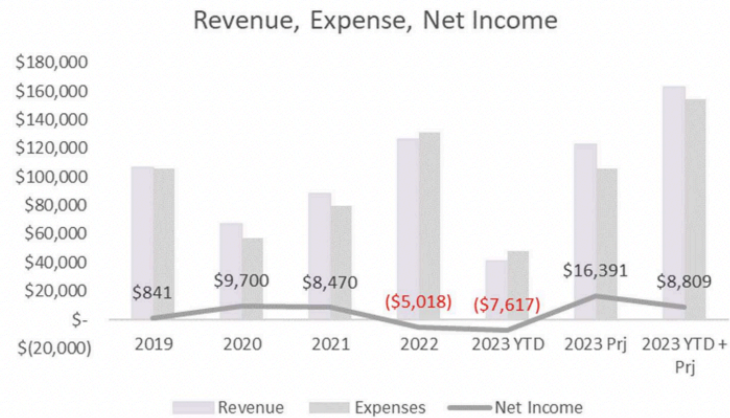
TREASURER ACTIVITIES/NOTES/TO-DO's

#	Status	Description
1	■	2022 Taxes complete, but not filed. They are being reviewed by former treasurer
2	■	Submission of Guard reimbursement request – see page 4 for additional info. Still waiting on update for \$3,852.18 and \$1,805.28 reimbursement requests.
3	■	Mid year budget review will be in Jul
4	■	Jon Selvaraj resigned as checkwriter. Michaela Kronenberger has agreed to be our new checkwriter. Transition is in process and expected to wrap up in early May.

Treasurer Report: Apr 2023 (As of 4/27)



ADDITIONAL INFORMATION



*Excludes fundraising and invitational expenses. Program expenses are netted with income received from school for reimbursement.



Treasurer Report: Apr 2023 (As of 4/27)

Income and Expense Summary:

Items Not Netted:	2019	2020	2021	2022	2023 YTD	2023 Prj	2023 YTD + Prj	2023 Budget
Income:								
Donations	\$7,759	\$15,591	\$19,031	\$4,297	\$5,880	(\$1,975)	\$3,905	\$3,905
Misc Income Other	3,558	5,475	85	938	860	52	912	315
Expense:								
Student Credits	(5,095)	(3,526)	(3,349)	(2,328)	(663)	(3,837)	(4,500)	(4,500)
General & Admin	(2,817)	(1,725)	(2,949)	(4,300)	(695)	(3,772)	(4,468)	(4,465)
Social/Hospitality	(1,215)	(414)	(298)	(742)	0	(650)	(650)	(650)
Music Programs	(650)	(727)	0	0	0	0	0	0
Food Committee	179	0	(1,005)	(1,121)	0	(2,600)	(2,600)	(2,600)
Misc. Fundraising Expenses	0	(300)	0	(175)	0	(200)	(200)	(200)
Items with Income and Expense Netted:								
Marching Band	(\$21,828)	(\$12,978)	(\$18,085)	(\$28,022)	(\$576)	(\$26,024)	(\$26,600)	(\$26,600)
Winter Guard	(18,470)	(8,399)	(19,108)	(16,706)	(15,714)	(7,159)	(22,838)	(22,873)
IPE	(15,112)	(11,415)	(10,294)	(14,286)	(11,166)	(1,750)	(12,917)	(13,931)
Golf Outing	\$0	\$0	\$0	\$11,937	\$4,350	\$7,150	\$11,500	\$11,500
Social Fundraiser	0	0	0	0	3,090	16,910	20,000	20,000
Fall Invitational	11,268	0	2,022	10,977	(350)	9,258	8,908	8,908
Scrip	3,475	6,783	9,587	2,147	1,284	6,863	8,147	8,147
Tag Day	9,357	2,483	9,487	7,662	0	8,132	8,132	8,132
Dine In	2,587	3,053	3,625	4,331	82	4,013	4,096	4,096
Spring Flowers	5,501	(3,822)	7,552	5,632	1,319	4,681	6,000	6,000
Winter Invitational	10,806	8,123	3,068	4,351	3,730	0	3,730	(2,483)
Poinsettias	1,432	3,148	3,738	3,237	(98)	2,962	2,864	2,864
Raffle	296	0	1,050	2,631	822	1,095	1,917	2,000
Mattress Fundraiser	0	0	0	0	0	1,500	1,500	0
Pies	958	0	1,285	1,471	0	0	0	1,319
Car Wash	1,060	4,600	0	0	0	0	0	0
Amazon Smile	382	652	851	834	248	0	248	800
Corn Fritters	453	0	0	801	(20)	718	698	800
Sprit Wear	0	223	679	359	0	700	700	700
Avenue of Flags	0	0	0	768	0	325	325	325
Yankee Candle/Charleston Wrap	1,316	0	637	290	0	0	0	300
Historic (informational)								
Dayton Dragons	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Euchre Party	(200)	(253)	441	0	0	0	0	0
Souvenirs	(7)	0	420	0	0	0	0	0
UD Concessions	3,974	808	0	0	0	0	0	0
Calendars (deleted)	0	0	0	0	0	0	0	0
Yard Signs	0	0	0	0	0	0	0	0
Food Truck Rally (deleted)	0	0	0	0	0	0	0	0
Ford Drive Event	2,085	0	0	0	0	0	0	0
Peeler Cards	1,853	0	0	0	0	0	0	0
Winter program Fees (Deleted)	0	0	0	0	0	0	0	0
Expenses (historic)	(2,062)	2,318	0	0	0	0	0	0
Net Income	\$841	\$9,700	\$8,470	(\$5,018)	(\$7,617)	\$16,391	\$8,809	\$1,809



Treasurer Report: Apr 2023 (As of 4/27)

Guard reimbursement status:

Guard Expenses 2023 Season			
Budgeted Amount for Guard program in total		\$13,799.00	
Staff requested payout amount	\$26,300.00		
Other Expense paid (through 4/1)	\$5,579.98		
Cost Incurred or expected to be incurred		\$31,879.98	
Amount over Budget		\$18,080.98	
Amount reimbursement to be requested		\$18,080.98	
3/7 Non staff request	\$3,852.18		Not Approved
3/7 Staff request	\$12,423.22		Received
4/1 Reimbursement request	\$1,805.58		Submitted 4/1
Amount left exepcted to requested		\$0.00	

Appendix C:

Director's Report

DIRECTOR'S REPORT

Monday, May 1st, 2023

- Upcoming events:
 - *Cinderella* musical performances on May 4-6!
 - Monday, May 8th - 7th/8th Grade Band Concert
 - Tuesday, May 9th - HS Band and Choir Concert
 - Wednesday, May 10th - MS Choir Concert
 - May 11-14 NYC Senior Trip
 - Thursday, May 18 - 6th Grade Band Concert
 - **Thursday, May 18 - **Concert Band Rehearsal****
 - **ALL 9-11 grade symphony band and wind ensemble members: 3:30-4:30**
 - **All 10th & 11th grade wind ensemble members: PIZZA PARTY! - 4:30-5:30**
 - **Wind Ensemble rehearsal (when seniors return from Kings Island) - 5:30-6:30**
 - Saturday, May 20 - Graduation - 11am report; 12:30pm pre concert; 1pm graduation
 - Monday, May 22 - Jazz Band Concert
 - Wednesday, May 24 - Marching Band Ice Breaker, 7pm
- Past events:
 - Thanks to everyone who helped at the Sugar Maple Parade! We had a great time!
 - IPE - 23rd Place and named a Semifinalist in Scholastic Open Class
 - Winterguard - 18th Place and named a Semifinalist in Scholastic World Class
 - Thanks to everyone who has helped and continues to support the winter programs - uniforms, chaperones, pit crew, and all the other jobs you help with!
 - Mattress Sale - 24 mattresses sold!
 - Tentative 2024 date - Sunday, April 28th 10am-4pm
- Uniform Update
 - Uniforms tops and gauntlets have been ordered
 - We plan to continue fundraising to work towards purchasing all components
 - Prototype!