



Livermore Music

Meeting Minutes

June 13, 2024 | 7:00PM | Location: LHS Library | Quorum 10

Advisor/Board Attendance			
<input checked="" type="checkbox"/> Mike Azevedo	<input checked="" type="checkbox"/> Shannon Azevedo	<input checked="" type="checkbox"/> Gina DiPrima	<input checked="" type="checkbox"/> Matt Edwards
<input checked="" type="checkbox"/> Justin Enright	<input type="checkbox"/> Wendy Fernandes	<input type="checkbox"/> Shawna Kuntz	<input checked="" type="checkbox"/> Cher Loder
<input checked="" type="checkbox"/> Hilary O'Bryan	<input type="checkbox"/> Greg Park	<input type="checkbox"/> Judy Park	<input checked="" type="checkbox"/> Josh Smith
<input type="checkbox"/> Victoria Smithson	<input checked="" type="checkbox"/> Kristin Wilhoit		

General Attendance: Alicia Lemoine, Krissy Meek, Marty Silva, Kirsten Zoerhoff, Kristian Zoerhoff

Meeting called to order by Josh Smith (president) at 7:10PM.

The minutes from the April 11, 2024 meeting were not approved as written. Need to approve by next meeting.

Director's Report

- LHSIMD.com - dept webpage. Links to the new schedule for next year. May 14th Bankhead concert no longer available. May have to play on Cinco De Mayo, May 5th. Could possibly play May 15 - on hold for it to be released.
- Made money at the Joyful Innocence performance at Bankhead - over \$1K
- Music Camp Aug 5-9, ~25-30 incoming orchestra students and ~ 35-40 incoming band students

President's Report

- No report

Treasurer's Report

- Looks like we will break even this year - started & ended w/ \$80K. Includes a \$20K donation that was partially matched for an additional \$10K

VP of Outreach's Report

- No report

VP of Activities's Report

- Cher is working on recommendations/guidelines for things such as senior picnic, how many volunteers needed for dif events, etc. Will be put on the shared drive.

Secretary's Report

- Getting up to speed and transitioning to the role of secretary.



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Band Representative's Report

- Marty Silva taking over as Band Rep
- Started sheets for events: Sign-Up Genius volunteers, food, start/end times, report times.

Orchestra Representative's Report

- No report

Jazz Representative's Report

- No report

Percussion Representative's Report

- Fountain should finally be installed this summer.

Fundraising's Report

- Did last BINGO clean-up, BINGO has stopped until further notice. If we go back we will need a contract.
- Grant proposals - passed around organizations we have received or hope to have grants from. Hoping for a total of \$33K for 2024/25 school year. All these groups want to see a physical contribution, not just services.
- CHEF raised about \$3,500, could raise up to \$15K.
- The City of Livermore is offering grants to support tourism. Could maybe have a Jazz event and bring in other schools.

Old Business / New Business / Announcements

- Strategic Calendar sheet created by Josh to tell us things to do at specific dates for each month.
- Need to fill out and upload "Conflict of Interest Policy" and "Confidentiality Policy" sheets for every LM board member. ACTION ITEM: Email or get sheets to Kirsten.
- By-laws are not changing. Updated budget to remove Uniform Reserve.
- 2 major communications go out each year. 1) Last Friday of Band Camp is a Meet & Greet. 2) Required parent meeting. Since both orchestra and band do camp now, have both groups perform a little this year. In the past, handed out postcards with info/ways to fund. Handed out shirts to incoming students.
 - End of Music Camp Meet & Greet - Decided that we are asking people to bring their own food, but LM will provide dessert. Bring your own chairs. Need to communicate this to families.
 - Mandatory meeting - must have a structured communication that tells parents how to volunteer and how much is needed for a donation.
- Look into spirit wear website for parents or/and students to get Band/Orchestra spirit wear - no inventory for us and kick-back.
- Look into getting each music student a music binder at the beginning of year in lieu of water bottle/string bag.



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- Pep Band jackets - need to be inventoried/numbered/make spreadsheet for kids who borrow them. Look into selling old style for \$20 or something. New ones are \$60. Have enough for the 2024/25 school year. Castro Valley Sept 6th - 1st home game, black & white game.
- Need to decide on a form of communication for LM members. Will start with a group text and see how that works.
- Need to work on building an email list with incoming students/parents. Parent suggested utilizing "Class of 20XX FB pages that are started for each year, too - Class of 2028 would be great for incoming freshman, started by Heather Druba"
- Working on budget - should be ready by next LM meeting to vote on. BINGO accounted for \$40K. Need to send fundraising emails every month asking for money. Maybe ask for donations per semester instead of lump yearly sum - less intimidating. Look into possibly grouping families in smaller groups based on what your child is in. According to Snap Raise, about 10-20% of families won't give no matter what. 40% will give without saying anything. Key is to get the 20-30% who will give if asked. Need people to take responsibility to ask - reps or another way? Need to emphasize donations goes mostly towards transportation and coaches. Could use a Fundraising Chair Rep to keep on top of who donates. Suggestion: Break off in small groups after Meet & Greet with past parents/reps to walk them through expectations/what money goes towards. 10-15 minute session.
- Look into ways to communicate info from reps effectively. Group texts plus lots of socials.
- Have one Sign-Up Genius for all of Livermore Music. Currently have multiple user accounts.
- Bank signatures need to be switched over by the end of June.
- Want to add a photographer to the Beginning of the Year volunteer sign-up sheet and find a way to share photos.
- Need to add a trailer driver to the Beginning of the Year volunteer sheet.
- There won't be any overseas trips next year for LM - may try to do an overnight 1 night somewhere.
- Kristin moves to spend up to \$35K for 2 marimbas to be reimbursed by grants. MOTION PASSED

Meeting Adjourned at 8:39PM. Minutes taken by Kirsten Zoerhoff (incoming secretary). Next meeting 8/8/2024.