

## Dow High Music Booster Meeting Minutes

Date

6:00 pm-Dow High Orchestra Room

**Members Present:** Matt Hansen, Sahuan Barbeau, Mark Stachowiak, Linda Stachowiak, Angela Kalcec, Sarah Haskett, Alan Mead, Lizhu Lin (Lisa), Connie Gavin, Heather Miller, Toko Togoshi, Marcia Wiseman, Christy English, Courtney Remy, Sherry Swier, Jenny Lowe, Stephen DeRees, Amanda Thoms, Adam Gardner-Northrup

### DHMB Mission:

**Dow High School Music Booster Club supports the quality of music education at Dow High School by providing both human and financial resources beyond those supported by Midland Public Schools. The membership will volunteer time and talent to help host music events and raise necessary funds to acquire music equipment and supplies, and provide scholarship funding for students to participate in musical development.**

Agenda Items	Notes or Information
Call to Order and Welcome: Matt Hansen	Call to order at 6:03 pm
Review and Approve October 2024 meeting minutes: Linda Stachowiak	Motion to approve October meeting minutes By ChristyEnglish Second Connie Gavin Motion passes
Review and Approve November 2024 Treasurer's Report: Mark Stachowiak	<ul style="list-style-type: none"><li>● Motion to approve the November Treasurer's Report By Sherry Swier Second Angela Kalcec Motion passes</li><li>● Budget/Expenditures Update  Marching Band Showcase was a success- \$7,749.73 Fruit Sales expenses are starting with the start of the website expense. Plan is to ladder CDs to maximize interest</li><li>● Financial Audit Report - see below</li><li>● Donation- Brian and Linda Manning of Hudson, New York sent \$100 donation to Music Boosters in honor of their granddaughter Ava Manning.</li></ul>
Business Reports	<ul style="list-style-type: none"><li>● Uniform Update – Connie Gavin Tuxes are all distributed.</li><li>● Spirit Wear Update – Toko Togashi 50 orders for last Spirit Shop. Total in orders was \$3859 Orders should be in Friday. Toko and Shawna will be sorting and packaging orders on Saturday.</li></ul>

- Capital Project Update – Shauna Barbeau  
No report.
- Marching Band Showcase – Sarah Haskett  
Had some problems still with audience traffic as the audience was trying to use stairs where we were trying to sit the bands. Suggestion about maybe needing ushers to help seat the audience as it's hard to see available seats at the bottom if entering the stadium from the top.

Announcer & ushers to help with manners about not going up and down the stairs during a performance. Some reminders about audience etiquette perhaps also in the program?

We are thinking about getting some event staff vests to hopefully gain some greater respect for those volunteering and working.

- RenFair – Jenny Lowe  
Auditions have been held. Acts are ready to go!  
We chose five emcees: Francis Borden, Jorja Massaro, Katherine Potts, Rebekah Poupard, and Lucy Tang.
  - We selected 8 student acts.
  - The show order has been sent to David Wolfley and has been approved.
  - I have reached out to the art department to see if anyone could help with our program now that Curt Gledhill is retired.
- Fruit Sale – Heather Miller  
Kick off a week from Friday: Nov. 22nd- Jan 10th. The new laptop is ready to go for Fruit Sale, but it didn't have Microsoft Access, but we have that now. \$3 a month for the software.  
  
Angela & Heather (and kids) will be here on Friday at 3:15 to organize the closet so we can easily find things. Mostly Fruit Sale and Jazz and More stuff to reorganize
- Jazz and More – Angela Kalcec  
April 26th, Saturday  
Going to the Country Club this week to get a preliminary set up and look at menu options.
- Sponsorship – Christy English  
Sponsorship requests have been sent out. Due date on December 3rd to get sponsors in winter concerts. 3.2% hit on credit cards

## Director Reports

### Band- Steve DeRees

Students auditioned and split students between green and gold band. Right now we are in the middle of a challenge window for students to move up in their section. At the semester break there will be an opportunity to move up to Gold Band.

Symphonic Band is working hard for the GR MMC performance. Another mini camp this Saturday. [Sign Up Genius](#) is available and we still need several donations.

December 12th Concert- all 3 bands Green, Gold each play 3 songs. Syphonic will play all 7 songs that they will be doing at MMC. Steve needs a recording of symphonic band to see what they need to polish up.

Working on rooming lists for GR. We still don't have an answer on feeding students during the day at MMC.

All state auditions results can be coming out anytime now.

### Choir- Adam Gardner-Northrup

- Winter Concert right around the corner on December 4th
  - Jefferson Concert begins at 6:00
  - Dow Concert begins at 7:30
- MMC prep is going well. We are having Dr. Eady come in from CMU to work with the students after the winter concert.
- Musical auditions finished today. Callbacks will be on Thursday. Cast list will be posted on Friday.

If anyone knows anything about musical water glasses please contact Adam.

Connie will connect with Adam about inventorying & labeling the new choir robes. Shauna suggested a communication to share with families about the dos and don'ts of caring for the choir robes.

### Orchestra- Amanda Thoms

- The field trip to the Berlin Philharmonic is on November 23. I will be picking up the tickets this week.
- Sign-ups for winds and brass for Symphony Orchestra are under way. Auditions for some instruments will take place soon.
- Registration for Band and Orchestra Festival took place today.
- Registration for Solo and Ensemble will start tomorrow. Those forms will be due on Tuesday, November 26.
- The next orchestra concert will be on December 10 at 7:30PM.
- Preparations for Prague are moving forward. We've turned in rooming lists and are just waiting on a few students getting their passports.

Other Items and To Do Items	<ul style="list-style-type: none"> <li>• Matt Hansen read a thank you card from Will Kalcec:  “Music Boosters,  I would like to express my gratitude for you all sponsoring my Eagle Project. The support that I had from the Boosters was greatly appreciated. I hope that the Eagle Project proves to be a significant and important contribution for the music program.”</li> <li>• Mr. DeRees added how wonderful the cymbal cabinet has been and how much the percussionists appreciated it. He says the craftsmanship on the cabinet is really great!</li> <li>• Next meeting – Tues, Jan 14 – 6:00 PM</li> </ul>
Adjourn: Matt Hansen	<p>Motion to adjourn the meeting by Connie Second Marcia Motion passes and meeting adjourns at 6:52</p>

From Ghose, Anirban (A)  
All,

I am writing to summarize the outcome of the DHMB financial review for the 2022-2023 activity. I am happy to cover this topic during the next booster meeting if you need me to. Regardless, I also wanted to document the review here in order to help with the details for the meeting minutes.

Mark, Jeff M., and I met on October 14, 2024 to review the financial records covering the Dow High Music Boosters activity for September 1, 2023 – August 31, 2024. I selected ten line items (7 randomly and 3 manually) to review. The selections were verified against a download of the bank statements, and reviewed for proper support and approval. Overall, items were well organized and documented. It appears that the process is operating as designed with no critical issues that I see. There were a couple house keeping issues that was discussed with Mark regarding when multiple checks were deposited. No concerns, it would just make some lines a little more clear.

Based on the bylaws, as long as the expenditure is part of the approved budget, it is considered approved. Based on the 2023-2024 original Budget and Balance Sheet dated 10/10/2023 the total spending was below the approved budget

The records were well organized and easy to follow, and I have no issues to report. Let me know if you have any questions or concerns.

Regards,  
Anirban Ghose