

**MINUTES OF THE  
EXECUTIVE BOARD OF THE  
LINCOLN-WAY EAST MUSIC BOOSTERS**

**August 17, 2016**

A meeting of the Executive Board (the “Board”) of the Lincoln-Way East Music Boosters was held in the teacher’s lounge of Lincoln-Way East High School (“LWE”), 201 Colorado Avenue, Frankfort, Illinois 60423 on Wednesday, August 17, 2016, beginning at approximately 6:08 p.m.

The following Executive Board Members were present in person:

Trudy Sturino, President  
Eileen Maylone, Treasurer  
Dan Greenberg, Treasurer Elect  
Carol Garcia, President Elect  
Kim Hansen, Ways & Means  
Conrad Gates, Ways & Means Elect  
Theresa DalBianco, Communications

Also present for all or a portion of the meeting:

Bert Johnson, Music Department Chairman (Lincoln-Way East - “LWE”)

***Call to Order***

A quorum being present, the meeting was called to order by Trudy Sturino who presided and noted that minutes would need to be recorded. She asked for volunteers and then initiated taking notes for the meeting.

Dr. Johnson discussed the status on the Disney trip and how we have over 190 students. We will need to add the payment information to the weekly email.

He also updated the board to changes to the Winterguard dates. Will has left the circuit and our show date was not secured. The new date is March 19<sup>th</sup>, 2017 and he indicated that Central will also have a new date.

Booster cards were discussed and it was decided to have a minimum of the LWE Booster information sheets, the fundraiser sheet, and any other pertinent information included in the distribution of the booster cards the week of 8/22.

Dr. Johnson did a recap of the LWMB and how things are progressing. He also moved into discussing LWMB Community Night, and Kim Hansen joined in the discussion. An overview of what will happen at Community Night and what type of support needed was given by Kim.

This included silent auctions/raffle and M. Barnas is assisting, concessions is L. Marquardt, T. Sturino and D. Greenberg for cash/credit handling. They will have TCBY and using the pop/water donations from LWMB, along with a food item for \$5. The volunteers will be able to see the show and the LWMB will be performing the parade song, FB show, and the Renew

Kim then discussed Sponsorship for LWMB. You can now donate on the LWMB site for private donors on the sponsor page. She mentioned that she is working with Gina Liva to contact businesses and is having some success. The Culvers VIP cards were given out to all LWMB members. She mentioned that the manager, Brent is interested in doing fundraisers, one in Dec. and one in May.

Kim also discussed other fundraisers which can be seen in the Ways & Means section.

### **1. *Approval of Minutes***

The minutes from the meeting on July 20<sup>th</sup> were not available. They will be drafted and approved at the next meeting. No other minutes were revised or approved.

### **2. *Treasurer's Report***

Ms. Maylone indicated that the reports from the district are still not available so there will be no official report on balances for SIAM, General, IBA, or Scholarship accounts.

She is continuing to follow up on Concert income by coordinating pickup from the Chair. We are processing the IBA transfers once the concert check has been received from the vendor, and then forwarding on the IBA amounts to the other school treasurer's for processing.

She asked if there was to be any money needed for the fall fest event and Carol said she would follow up with Mark and that Sherry had already processed the share check to Dick for the entertainment tent.

Eileen worked with Laura on the money processing for the mum sale.

Trudy indicated that there are still issues with the moving of LWC students from LWE. She will setup a meeting with LWC boosters to finalize.

### **3. *Ways & Means***

Kim had brought up the LW Invitational. The volunteer spots are available on Central's charms calendar. There are chair positions available and the happy ad and vendor ad information has been

distributed and ready to be sent. This will be sent after another round of fall fest volunteer needs are sent.

Carol discussed the fall fest tents. The entertainment tent has 11 new spots and can earn up to 50% more shares of the earnings. Suggestions were to carpool if you were working. The food tent will have TCBY. Also, Mark has requested email to be sent out for volunteer signups. We have posted this and also placed it in the weekly email for students. Carol was going to post this on the LWMG page to draw some alumni.

Kim indicated that the LWMB will be last in the fall fest parade.

We don't have final numbers yet, but the mum sale had close to 50 orders and should be a great IBA earner.

Terri S. has the cookie dough information and will be distributing this so students can start to sell. These items will be put in the Charms online store like the mum sale.

SIAM dates are posted 10/2 and 10/16. Sherry is the LWE chair and will coordinate signups.

#### **4. *Communications***

Theresa discussed the use of the LWEMB FB group. We should do a number of updates here and post that this group is available in our weekly. Carol indicated that the website listing was incorrect and needed to be updated. There is also a LWEMB FB page and it is not currently running.

The DID YOU KNOW was discussed as a way to generate more information about our other ways we support all the music students. We will start to generate a list of these and they will be posted.

Theresa generated the idea for a music booster meet and greet event. Much discussion on dates ensued. We decided to work with the 8/26 date and serve coffee and sweets. Theresa and Mike were going to work together on the meeting format and coordinate with the music instructors. We were each going to talk about specific areas and bring as much material as we can.

Carol is working on the website updates for the lwemusic.org and lwemusicboosters.org sites. She is working closely with Dr. Johnson on the reformatting.

## 5. *Other Business*

Trudy brought up the idea for a “booster buddy” to be teamed with an instructor or for an extracurricular. We talked about who had children in each activity/class. The instructor should be contacted that they have a booster buddy and can work directly with this person on any needs, ideas, or support they need from the boosters. The final line up is:

Ben – Mike & Conrad

Melissa – Theresa

Michelle – Dan

Matt – Theresa

Michael/Angel - Carol

Madrigals – Eileen

LWMB – Kim & Trudy

Musical – Open TBD

We discussed the idea of parent mentors. This was very successful at both schools. We need to work out how that would be assigned. We will wait to see how the meet and greet turns out to see how to proceed.

Trudy indicated and had resent the dates of the meetings for exec and general meetings for the year. This information was sent into the school office as a building request.

Jake Sons check and scholarship funds were processed by the district. We are waiting confirmation that he has received them.

Bylaws will not be reviewed tonight. We will work on the first section for the next meeting.

Trudy discussed that we still needed to update our budget for the approved \$1500 increase in expenses. A motion was made by Eileen and Carol seconded it to increase the Fall Fest income up by \$1500.

There being no further business to come before the Board, upon motion duly made, seconded and unanimously carried, the meeting was adjourned.

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Trudy Sturino, Secretary for the meeting