

FORSEMA Board minutes Oct 14, 2019

- Attendance: Brooke, Aleka, Stephanie, Claire, Jessi, Nerissa, Lindsey, Kate, John, Betty
- President's report (Brooke and Aleka):
 - Review of calendar, swing night TBD in April, confirmed Lionel Hampton is on for 2/27-3/1
 - Plan for move to 501c3 will be presented at November FORESMA meeting for a vote. Process is laborious, but has advantages vs. working with the Alliance re: conservation of funds, ease of handling cash flow/banking issues. If approved, would continue to work with Alliance this year but would be able to have 501c3 set up (along with checking account) during this school year. Jessi points out recruiting more people to attend next meeting would be helpful, since 5013c status would be a big move for the organization.
 - Still needed: PTSA liason, videographer
- Directors' reports
 - Lindsey: guitar class and senior orchestra to play at Veteran's Day assembly (Friday Nov. 8th), also, will be selling spirit wear, \$22 for hoodie, scholarships available
 - John: ordered RESMS Music T shirts (black with white lettering, softer material), Bellevue festival of drumlines is cancelled, so John is looking at other option, may be getting grant for 2 marching baritones
- VP Events/Fundraising (Neressa and Aleka)
 - U Village RAM Dine Out 11/27/2019
 - Boxing/Dance Fitness 2/8 and 3/8 targeted

- We should be promoting sales of Chinook book sales (App through website or book).
- Passive income that could be captured: Fred Meyer Rewards, some administrative problems about how checks were written [also currently Amazon Associates/which is a little confusing, and PTA already has Amazon Smile, may be better to leave that to PTA]
- Treasurer's report (Kate)
 - Balance for start of 2019-2020 school year: \$16,165
 - Forecasted end of Sept. balance \$23,360 (enrichment fees at lower rate than last, may need to appeal for further participation)
 - 349 kids in music programs this year
 - 2019-2020 budget setting – see spreadsheet for details
 - Fundraising date based on historical data, lacking some specific numbers, Kate is forecasting conservatively (also understanding swing night still with many details TBD) , eliminating “unknown donation” category, working on tracking matching funds
 - Expenses: 1. classroom support (sheet music main expense (Kate asked that teachers will periodically update on sheet music costs), music consumables, plaques/recognition) 2. **Instrument purchases and repairs** – significant expenses for this year as still getting basic equipment like stands for drumline, and some instruments (tubas, marching baritones, viola) 3. Coaches (**notable for large jump in cost of coaching through SYS Endangered instruments program this year**) 4. Field trips, parades, festivals 5. Administrative costs
 - Goal: start 2020-2021 balance \$10,000 or greater; the challenge is that **currently our planned expenditures**

exceed our forecasted income by \$14,369. This means some tough choices in reducing our budget for 2019-2020.

- **Ways to Reduce budget** reviewed by Kate included: decreasing instrument purchases, not having food at swing night, reducing funds for end of year recognitions, reducing coaching costs (John has kind friends willing to coach for trombone and tuba, also using private coaches) 9, Kate and family can help with transportation for parades – **with these various methods, looks like may be able to bring expense in line with income/achieve budgetary goals**
- Discussed how to reach out to families for missing enrichment fees, since response rate was lower than last year with enrichment fees – not wanting to single out people who cannot pay, but also wanting to capture the forgetful/disorganized-but-willing families. Agreed we could reach out in a way that focuses on getting people connected (to website, foresma) and not in a way that pressures re:money.
- The group agreed that we still want to donate \$1000 to brand-new Lincoln High School music program, since those sorts of donations really helped us get started
- For future meetings: looking at equity for how band vs orchestra field trip refunded, also some high priority but costly drumline needs - equipment which was borrowed last year, but we need to provide this year