

TBDBITL Alumni Club, Inc.  
Board of Governors  
January 27, 2020

**Call to Order:** A regular meeting of the Board of Governors, TBDBITL Alumni Club, Inc., was held at the Ohio State University Alumni Association Longaberger Alumni House, Columbus, Ohio, on January 27, 2020. The meeting commenced at 7:00 pm with President Zacke Naughton presiding.

**Board members in attendance:** Sam Antenucci, Heather Blackmon-DoForno, Lindsay Conkel, Sean DeLong, Tess Green, TJ Hersch, Michelle Jackson, Phil Kirkendall, Jill McQuaid, Zacke Naughton, Alex Nicolozakes, Kevin Smith, and Anne Will.

**Past Presidents and Committee Chairs in attendance:** Denny Beis, Pete Boriin, Larry Cohen, Ron Donnell, Dr. Paul Droste, Beth Giffin, Brian Golden, Shelley Graf, Dr. Chris Hoch, Derrick Mills, Ryan Rupp, Heather Phillips Smith, and Tom Trinter.

**Members and Committee Chairs on conference call:** Doug Behn, Dan Eck, Jack Elson, Jeff Jordan, and Mike Riley.

**Members and Committee Chairs notifying not able to attend:** Erick Alden, Greg Daniel, Ron Daron, Sarah Diemand, Jeff Dury, Dr. Jan Ebert, Craig Little, Mark Lowe, and Allison Pallard.

**OSUMB Student Representatives in attendance:** Josh Drouillard and Sydney Reik.

**Adoption of Agenda:** A motion was made by Mr. Trinter to adopt the agenda. The motion was seconded by Mr. Cohen. **Motion carried.**

**Adoption of Minutes.** A correction was suggested for the minutes of August 30, 2019, with one word to be changed in item #6 from "Stadium" to "St. John Arena." This will be updated by Secretary Jackson and the motion to adopt the corrected minutes was made by Mr. Trinter with all approving the motion.

A motion was made by Miss Conkel to approve the minutes from October 14, 2019. The motion was seconded by Miss Antenucci. **Motion carried.**

**President's Remarks.**

- A. President Naughton stated that the financial reports were being passed around to the members to read at their leisure; and other committee reports can still be submitted if they were not sent in time for this meeting.
- B. A TBDBITL Alumni Club calendar was created- see Appendix A. If any other events or dates need to be added, please alert President Naughton and these will be listed on the TBDBITL website calendar section.
- C. President Naughton recognized and thanked the participants in all of numerous events and performances that occurred in the last few months of 2019.

**OSUMB Report.** Dr. Hoch reviewed all of the events that the OSUMB participated in during the end of 2019 and the New Year. This included hometown and away concerts, a recording session, the Big Ten Championship game, and the Fiesta Bowl trip. Dr. Hoch thanked the Board for the pizza party and for the active band covering basketball games while the students were on break. The 2020 season preparations are underway and the OSUMB did accept an invite to the BOA Grand Nationals in Indianapolis later this year. In addition, the Drum Major tryouts will be held on April 25, 2020. Finally, a new CD has been released named “Across Buckeye Nation.” It will represent the years 2015-2017.

**Student Representatives.** Dr. Hoch introduced the new students who will be attending the board meetings: they are Josh Drouillard from I-Row and Sydney Reik from F-Row.

**OSUAA Report.** Mr. Little was not able to attend, but provided information from last November and also January 2020. See Appendices B and C.

### **Committee Reports.**

1. Active Band. Mr. Donnell reports that the 2020 schedule is complete, see Appendix D. Mr. Donnell also stated that he will step down as Chairman after 2020, with the hopes that a new Chairman can be found to begin in 2021. Dr. Droste thanked Ron for all of his dedication and diligence these past 8 years, and the Board commenced to thank him also.
2. Finance. Mr. Kirkendall referenced the Executive Summary that was given to members (see Appendix E) and thanked Mr. Eck for his assistance. More information will be discussed in “New Business.”
3. Nominating. Mr. Mills reported that the committee is working on strategies to fill the at-large position that remains open, with the hopes to have more information at the March meeting.
4. Pizza Party. See Appendix F. Miss Graf shared that the Pizza Party was a fun celebration for both the students and the alumni serving. The date for 2020 is December 2nd.
5. Strategic Plan. Mr. Smith and Mr. Elson engaged discussion and reviewed a Power Point presentation about the three phases begun for the strategic planning: a) Collect information by sending surveys; b) Look at the data and analyze it; c) Send back the results with recommendations for operations and tactics. Both the OSUMB and TBDBITL members were sent surveys; OSUMB had a 72% response rate while TBDBITL had a 41% response rate. The next steps will be to fully review and analyze the data and this will be presented to the Board in the future.

### **Committee Reports without discussion:**

1. Development Fund. See Appendix G.
2. Travel. See Appendix H.
3. Ways and Means. See Appendix I, including a check donation/receipt from College Traditions.

**Committees without reports:** Adopt-A-Row, Archives, Audit, Awards, Computer, Family Events, Golf Outing, Hyperactive Band, Legal, Membership, Mentoring, Newsletter, Outreach, Policy, Publicity, Reunion, Script Ohio Club, Social Media, and Special Events.

**Old Business.** President Naughton presented the 2019 Diamond Ohio award to Mr. Eck for his years and dedicated service as the treasurer.

***New Business.***

- A. President Naughton reviewed that with our club having the “Outstanding Society” level for participation, we have opportunities to benefit from several earned perks. One option is to have an outstanding alumni member speak at a benefit. Miss Conkel engaged former football player Jimmy Bell to participate in the Golf Outing, and he was well received. Another benefit that we may use is a free post card mailing for our members-this asset can be utilized for membership reminders or reunion, for example. Please inform President Naughton if there are any other ideas before it expires this year.
- B. 2019 Pledge Payment. Mr. Kirkendall referenced the Executive Summary (Appendix E). Funding is sufficient for our fourth payment (of five). Mr. Eck stated that cash flow is low at this time of year but this is expected. A motion was made by Dr. Droste to proceed in making the 2019 pledge of \$50,000. The motion was seconded by Dr. Hoch. After discussion, a vote was taken with members both present and on the phone (total 29 members, no abstains) and the ayes have it. **Motion carried.**
- C. Finance Software Update. Mr. Kirkendall offered the option for new software-see Appendix J. It will permit a “read only” access and a cost of \$24/month. A motion was made from the Finance Committee to accept this software. Discussion ensued, and a vote was taken with members both present and on the phone (total 28 members, no abstains) and the ayes have it. **Motion carried.**
- D. Social Event. Miss Green discussed how she has been working with President Naughton and Tyler Provo (an I-Row alumni) with the potential for creating an event to engage younger alumni that doesn’t always involve playing an instrument. The board is encouraged to share any ideas with the hopes that there will be several events through the year.
- E. Fundraising. Dr. Nicolozakes asked for the board to think about creative ideas to continue fundraising for the OSUMB-such as making calendars with band photos each month. Discussion evolved regarding working with Kappa Kappa Psi (who has created a similar product) and working with the University and other appropriate departments.
- F. OSUAA President Jim Smith and Departure. President Naughton shared that Mr. Smith will be resigning on April 1, 2020. Mr. Jordan discussed how Mr. Smith has been such an advocate for the OSUMB, the TBDBITL Alumni Club, and the 100% TBDBITL campaign among other supportive opportunities over the past four years. Discussion ensued, and Dr. Droste made the motion to award an Honorary TBDBITL Alumni membership to Mr. Smith and expedite the process so it can be given at our March meeting. This was seconded by Mr. Jordan. **Motion carried.**

***Announcements.***

- 1. Birthdays; anniversaries; new births; engagements; and a health update were shared regarding our board members.
- 2. Dr. Nicolozakes mentioned that there will be a future pep band in Wooster with a local hospice to fundraise for the OSUMB students. This will be on March 28, 2020 and more information will be sent out by Mr. Daniel.

**ADJOURNMENT.** A motion was made by Mr. Mills to adjourn. The motion was seconded by Mr. DeLong; **motion carried.**

**NEXT MEETING:** Monday, March 9, 2020, at the Ohio State University Alumni Association Longaberger Alumni House, at 7:00 pm.

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Respectfully submitted,  
Michelle Ruess Jackson, Secretary

**Attachment A: TBDBITL Alumni Club Calendar (General/2020)**

Event Name	Date	Committee	Description
Fiscal Year Start	July 1	N/A	Aligns with that of OSUAA
Board Meeting	July	All	Budget Submission, Awards Voting
Parade	July 4 <sup>a</sup>	Hyper Active	Upper Arlington
Adopt-a-Row	August	Adopt-a-Row	Meal frequency & dates done in coordination with OSUMB
Membership Meeting	Aug/Sep	All	Done in coordination with Reunion
Golf Outing	Aug/Sep	Golf Outing	Done in coordination with Reunion (9/4/20)
Reunion	Aug/Sep	All	Date at direction of Athletics (9/5/20)
Rehearsal & Performance Season Start	August	Active Band	
Script Ohio Mailing	October	Script Ohio Club	
Parade	Sep/Oct	Hyper Active	Friday of Homecoming Week (9/25/20)
Board Meeting	October	All	Reunion Recap
Fall Newsletter	Oct/Nov	Publicity/Newsletter	Deadline for content determined by Editor
Board Meeting	November	All	
Hyper Friday	November	Special Events	Friday before M*ch*gan week (11/20/20)
Pizza Party	Nov/Dec	Pizza Party	Wednesday before Finals week (12/2/20)
Board Meeting	January	All	
Rehearsal & Performance Season Start	January	Active Band	
Membership Drive	January	Membership	Letter posting & mailing done with Computer Committee
Basketball Bands	Dec/Jan	Active Band	Completed over Christmas Break
Buckeye Cruise for Cancer	February	Special Events	Membership determined Q2 of previous year based on Hyper activity
Board Meeting	March	All	
Spring Newsletter	April/May	Publicity/Newsletter	Deadline for content determined by Editor
Spring Game	April/May	FYI	4/11/20
Board Meeting	May	All	
Parade	May	Hyper Active	Memorial Day
Drum Major Tryouts	May	Family Events	
Fiscal Year End	June 30	N/A	Aligns with that of OSUAA

## Attachment B: OSUAA News (November 2019)

- Association Sponsored Events can be found on our website
- <http://www.osu.edu/alumni/activities-and-events/events/>
  - HireOhio Alumni Career Fair – November 12
  - Buckeye Smart Introduction to Cancer Genetics– November 12
  - Family Friday at Longaberger Alumni House –November 22
  - Ohio State Day of Giving – March 22, 2020
  - Buckeyes Give Day of Service – April 4, 2020
  - OSU Alumni Book Club – ongoing, [Ohio State Book Club](#)
- Reminder, all DocuSign forms must be submitted 30 days after the event to be eligible for reimbursable programming funds in FY 20.
- All of our alumni groups are encouraged to host a Strategy Planning Retreat. We have a template agenda already created and someone from our staff is willing to facilitate. Plan on about 3 ½ hours.
- Alumni APP has had a soft launch. Download in app store now in both iPhone and Android. All alumni and fans can use as a guest, but those alumni with an OSU name.# will be able to log in and see more information. A marketing campaign will go to all alumni instructing how to get their name.# if one was never issued to them. Alumni can also contact The Ohio State University Alumni Association at [osuaa@osu.edu](mailto:osuaa@osu.edu) or 800-762-5646 to get their name.#.
- Save the date for 12th Annual Alumni Society Hockey Night on Saturday, February 29, 2020 for Ohio State vs. Wisconsin. Time, cost and details will be sent in a few weeks. Pre-game tailgate and game ticket packages as well as a limited number of tailgate only for those with season tickets. If you wish to participate, please notify your society liaison by November 25.
- Great Ohio State gift options – all benefit student scholarships.
  1. Ohio State University 150th Anniversary Collector's Ornament  
<https://www.wendellaugust.com/osu2019>
  2. The Oval Collection Wines <https://partners.vinoshipper.com/ohio-state>
  3. Time and Change: 150 Years of The Ohio State University Book  
<https://ohiostatepress.org/books/titles/9780814213995.html>
- Dates for Dinner for 12 Buckeyes – cost is \$240 when you sign up you can select use programming funds and OSUAA will cover the cost
  - Monday, February 3 – RSVP by January 13
  - Monday, March 2 – RSVP by February 10
- Workfront for all event and communication needs has been streamlined
  - <https://osu.ataask-ondemand.com/login>
    - i. Username is your society email address
    - ii. Password is – buckeyes1234
    - iii. Be sure to select the option – “Alumni Association Club and Society Requests”
  - Be sure to upload all details and verbiage
  - Be specific about the audience you want the communication to be sent to, here are some examples:
    - i. All of your alumni in Central Ohio
    - ii. All of your alumni in Ohio
    - iii. Just your active members in Ohio
  - 2-3 weeks for an email send (Email send date must be at least 1 week prior to an event)
  - 4-6 weeks for print or to set-up event registration
  - 24-48 hours for a web update
- Sesquicentennial planning

- Between 9/7/19 and 3/22/20
- Encouraging all alumni groups to host a 150<sup>th</sup> Celebration Dinner
  - i. Call it a Time & Change Celebration Dinner
  - ii. Have an alumnus represent each decade and share stories from their time on campus
- Or keep it simple and gather with cake and ice cream to celebrate this occasion
- Or include the celebration during an event you already have planned during those 6 months
- We have “An Event in-a-box” for you to enhance your event with decorations and swag
- Major campus celebration the weekend of March 19-23, 2020
- Repeat Reminders
  - Join the Buckeye Room - <https://www.osu.edu/alumni/communities/the-buckeye-room.html>
  - Join Alumni Fire (Mentoring Web Platform) – [www.osu.alumnifire.com](http://www.osu.alumnifire.com)

## Attachment C: OSUAA News (January 2020)

- Association Sponsored Events can be found on our website
- <http://www.osu.edu/alumni/activities-and-events/events/>
  - Buckeye Spotlight Student Lawyers: Warriors for Children – January 8
  - Buckeye Smart: Stone Lab – January 14
  - Speed Networking – January 29
  - Society Hockey Night – February 29
  - Ohio State Day with the Columbus Blue Jackets – March 19
  - Ohio State Day of Giving – March 22
  - Buckeyes Give Day of Service – April 4
  - Ohio State Day at Cedar Point – May 8
- Reminder, all DocuSign forms must be submitted 30 days after the event to be eligible for reimbursable programming funds in FY 20. Sign-in sheet/attendance list is required.
- All of our alumni groups are encouraged to host a Strategy Planning Retreat. We have a template agenda already created and someone from our staff is willing to facilitate. Plan on about 3 ½ hours.
- Alumni APP has had a soft launch. Download in app store now in both iPhone and Android. All alumni and fans can use as a guest, but those alumni with an OSU name.# will be able to log in and see more information. A marketing campaign will go to all alumni instructing how to get their name.# if one was never issued to them. Alumni can visit <https://www.osu.edu/alumni/about-us/access-your-account/> to get their name.#.
- Great Ohio State gift options – all benefit student scholarships.
  - 4. The Oval Collection Wines <https://partners.vinoshipper.com/ohio-state>
  - 5. Time and Change: 150 Years of The Ohio State University Book <https://ohiostatepress.org/books/titles/9780814213995.html>
- Dates for Dinner for 12 Buckeyes – cost is \$240 when you sign up you can select use programming funds and OSUAA will cover the cost
  - Monday, February 3 – **SOLD OUT**
  - Monday, March 2 – RSVP by February 10 (reminder to register ASAP as the event will fill up)
- Sesquicentennial planning
  - Between 9/7/19 and 3/22/20
  - Encouraging all alumni groups to host a 150<sup>th</sup> Celebration Dinner
    - i. Call it a Time & Change Celebration Dinner
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  - Or keep it simple and gather with cake and ice cream to celebrate this occasion
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## APPENDIX D

The 2020 Active Band schedule has been completed including contracts. The Schedule and Sign Up forms will be sent to the Active Band membership this week.

Memorial Day Parade Monday 5/25/20

Wesley Glen Monday 5/25/20

Livingston House Sunday 6/7/20

Park of Roses Sunday 6/14/20

July 4 UA Parade Saturday 7/4/20

Scioto CC Sunday 7/26/20

Worthington Concert on the Green Sunday 8/2/20

Allen County Fair Friday 8/21/20

8/22/20 is still open for Bucyrus if they get a sponsor

This year will be my eighth year as Active Band Chairman. It has been a great honor and privilege to have served in this capacity. After giving it much thought, I have decided to make 2020 my last year to serve as Chairman. Thus, I recommend that we start a search for someone to work with me for the remainder of the year 2020, and assume the Chairman's duties in 2021. I will continue on as Assistant Chair until such time as when I decide to retire.

So that there is no confusion, I wish to continue serving as Chairman of the TBDBITL Travel Committee.



## APPENDIX E



### ***TBDBITL Alumni Club, Inc. Financial Report*** ***Board of Governors meeting – January 27, 2020***

## **EXECUTIVE SUMMARY**

### **Income / Expense:**

- Reunion
  - Since our last meeting in October, we received the breakdown of Reunion revenue by category. You can see ticket sales were down substantially from 2018, a total of 42.5%.
  - Due to the drop in attendance, the other reunion related income and expenses came down proportionally as well.
- The club is showing an overall net profit for the year of \$40,000 prior to the pledge payment.
  - When reviewing the P&L by class, each of the 4 primary activities generated a profit this year ranging in amounts of \$100 to \$18,000.
- 2019 Pledge Payment
  - 2019 was the 4<sup>th</sup> year of a 5-year pledge the Club has made to support the Endowment Fund. The remaining pledges, as seen below, are \$50,000 for 2019 and 2020 with a stretch goal of an additional \$40,000 each year.
  - We have paid our \$50,000 pledged amount each year but have not been able to reach our stretch goals.
  - Per the Balance sheet, our operating cash balance is roughly \$53,000 heading into 2020 with an additional \$3,000 in postage funds reserved and general reserves of \$87,000. While the pledge would deplete our operating account down to \$3,000, we are still expecting a few more deposits related to HyperFriday.
  - Based upon our level of cash reserves and the fact that there is only one year left on the pledge, the Club is in a good position to meet its obligations.
  - We are requesting the approval of the Club to make the 2019 pledge of \$50,000.

Reminder – please provide details of any member or student events, including attendance rosters and expenses not already provided to me, for submission to OSUAA.

### **Financial Reports Included in the Agenda**

1. Balance Sheet as of Dec 31, 2019 – Compare 2019 to 2018 (1 page)
2. Profit & Loss by Class as of Dec 31, 2019 (1 page)
3. Profit & Loss Summary as of Dec 31, 2019 – Compare 2019 to 2018 (2 pages)
4. Profit & Loss Detail as of Dec 31, 2019 (9 pages)

**Current pledges on record:**

	Existing Pledge		Additional Pledge
December 31, 2016	\$50,000 PAID 12/8/16		
December 31, 2017	\$50,000 PAID 12/29/17	June 30, 2017	\$40,000
December 31, 2018	\$50,000 PAID 12/31/18	June 30, 2018	\$40,000
December 31, 2019	\$50,000	June 30, 2019	\$40,000
December 31, 2020	\$50,000	June 30, 2020	\$40,000
		June 30, 2021	\$40,000

	Active Band	Golf Outing	Hyper-Active Band	Reunion Game	Script Ohio Club	TBDBITL Club	TOTAL
<b>Ordinary Income/Expense</b>							
<b>Income</b>							
Donations	0.00	0.00	0.00	0.00	0.00	3,191.87	3,191.87
Endowment Income	0.00	0.00	0.00	0.00	0.00	774.24	774.24
<b>Golf Income</b>							
Main Raffle	0.00	698.00	0.00	0.00	0.00	0.00	698.00
Move Up Tee	0.00	180.00	0.00	0.00	0.00	0.00	180.00
Mulligans	0.00	205.00	0.00	0.00	0.00	0.00	205.00
Player Registration	0.00	125.00	0.00	0.00	0.00	0.00	125.00
Golf Income - Other	0.00	12,947.18	0.00	0.00	0.00	0.00	12,947.18
Total Golf Income	0.00	14,155.18	0.00	0.00	0.00	0.00	14,155.18
Instrument Rentals	0.00	0.00	0.00	1,920.00	0.00	0.00	1,920.00
Interest Income	0.00	0.00	0.00	0.00	0.00	549.03	549.03
Membership Dues	0.00	0.00	0.00	0.00	0.00	17,250.00	17,250.00
Miscellaneous	120.00	0.00	0.00	0.00	0.00	240.00	360.00
Performances	18,950.00	0.00	24,820.00	0.00	0.00	0.00	43,770.00
Registrations	0.00	0.00	0.00	8,745.00	0.00	0.00	8,745.00
Reunion Food	0.00	0.00	0.00	3,200.00	0.00	0.00	3,200.00
Reunion Game Misc	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Sales to Members	0.00	5,735.00	0.00	0.00	0.00	1,099.50	6,834.50
Tickets	0.00	0.00	0.00	55,880.00	0.00	0.00	55,880.00
Trips	44.00	0.00	0.00	0.00	0.00	0.00	44.00
Total Income	19,114.00	19,890.18	24,820.00	69,725.00	0.00	23,104.84	156,653.82
Gross Profit	19,114.00	19,890.18	24,820.00	69,725.00	0.00	23,104.84	156,653.82
<b>Expense</b>							
Archives	0.00	0.00	0.00	0.00	0.00	950.63	950.63
Awards	0.00	0.00	0.00	0.00	0.00	1,181.91	1,181.91
Bank fee							
Merchant Fees	0.00	0.00	0.00	1,823.28	0.00	544.44	2,467.70
Total Bank fee	0.00	0.00	0.00	1,823.28	0.00	644.44	2,467.70
Donation	0.00	0.00	3,700.00	0.00	0.00	0.00	3,700.00
Flowers	0.00	0.00	0.00	186.94	0.00	142.89	329.83
<b>Gifts</b>							
4th & 5th Year Alumni Hats	0.00	0.00	0.00	0.00	0.00	90.58	90.58
Directors	527.10	0.00	0.00	0.00	0.00	622.80	1,149.90
Honorary	0.00	0.00	0.00	0.00	0.00	84.94	84.94
Reunion Giveaways	0.00	0.00	0.00	2,322.87	0.00	0.00	2,322.87
Gifts - Other	0.00	0.00	0.00	0.00	692.20	403.40	1,095.60
Total Gifts	527.10	0.00	0.00	2,322.87	692.20	1,201.70	4,743.87

	Active Band	Golf Outing	Hyper-Active Band	Reunion Game	Script Ohio Club	TBDBITL Club	TOTAL
<b>Ordinary Income/Expense</b>							
Golf							
Greens Fees	0.00	7,601.10	0.00	0.00	0.00	0.00	7,601.10
Player Giveaway	0.00	8,527.90	0.00	0.00	0.00	0.00	8,527.90
Supplies	0.00	395.00	0.00	0.00	0.00	0.00	395.00
Total Golf	0.00	16,524.00	0.00	0.00	0.00	0.00	16,524.00
Instrument Fees	2,600.00	0.00	0.00	0.00	0.00	0.00	2,600.00
Insurance & Bonds	0.00	0.00	0.00	0.00	0.00	2,711.94	2,711.94
Mailing & Postage							
Script Ohio Club	0.00	0.00	0.00	0.00	1,194.37	0.00	1,194.37
TBDBITLetter	0.00	0.00	0.00	0.00	0.00	1,308.98	1,308.98
Mailing & Postage - Other	0.00	0.00	0.00	11.00	0.00	690.83	701.83
Total Mailing & Postage	0.00	0.00	0.00	11.00	1,194.37	1,997.78	3,203.16
Meals Expense	120.00	0.00	0.00	0.00	0.00	1,688.74	1,808.74
Merchandise	0.00	0.00	0.00	0.00	0.00	3,050.00	3,050.00
Parking	139.25	0.00	0.00	2,112.50	0.00	0.00	2,251.75
Parties							
Friday Bash	0.00	0.00	0.00	425.00	0.00	0.00	425.00
HyperFriday Food & Bev	0.00	0.00	120.00	0.00	0.00	0.00	120.00
Pizza - Food	0.00	0.00	0.00	0.00	0.00	1,687.76	1,687.76
Reunion Food	0.00	0.00	0.00	5,677.05	0.00	0.00	5,677.05
Total Parties	0.00	0.00	120.00	6,102.05	0.00	1,687.76	7,889.81
Printing & Copying							
Reunion	0.00	0.00	0.00	161.00	0.00	0.00	161.00
TBDBITLetter	0.00	0.00	0.00	0.00	0.00	350.00	350.00
Printing & Copying - Other	0.00	0.00	0.00	14.73	0.00	11.87	26.60
Total Printing & Copying	0.00	0.00	0.00	175.73	0.00	361.87	537.60
Refund							
Reunion	0.00	0.00	0.00	70.00	0.00	0.00	70.00
Total Refund	0.00	0.00	0.00	70.00	0.00	0.00	70.00
Safety	0.00	0.00	0.00	572.95	0.00	0.00	572.95
Supplies							
Reunion	0.00	0.00	0.00	236.46	0.00	0.00	236.46
Total Supplies	0.00	0.00	0.00	236.46	0.00	0.00	236.46
Tax Prep	0.00	0.00	0.00	0.00	0.00	75.00	75.00
Tickets Expense	0.00	0.00	0.00	56,000.00	0.00	0.00	56,000.00
Transportation	2,087.75	0.00	2,575.00	0.00	0.00	0.00	4,662.75
Trip Expense	1,145.00	0.00	0.00	0.00	0.00	0.00	1,145.00
Total Expense	6,829.10	16,524.00	6,395.00	68,613.78	1,888.57	15,704.67	116,753.10
Net Ordinary Income	12,484.90	3,366.18	18,425.00	111.24	-1,888.57	7,399.97	39,900.72
Net Income	12,484.90	3,366.18	18,425.00	111.24	-1,888.57	7,399.97	39,900.72

	Jan - Dec 19	Jan - Dec 18	\$ Change	% Change
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
Donations	3,181.87	4,686.30	-1,474.43	-31.6%
Endowment Income	774.24	375.09	399.15	106.41%
<b>Golf Income</b>				
Hole Sponsor	0.00	600.00	-600.00	-100.0%
Live Auction	0.00	930.00	-930.00	-100.0%
Main Raffle	998.00	913.00	-215.00	-23.55%
Move Up Tee	180.00	0.00	180.00	100.0%
Mulligans	205.00	605.00	-400.00	-66.12%
Player Registration	125.00	11,465.59	-11,340.59	-98.91%
Golf Income - Other	12,947.18	1,443.72	11,503.46	796.79%
<b>Total Golf Income</b>	<b>14,155.18</b>	<b>15,957.31</b>	<b>-1,802.13</b>	<b>-11.29%</b>
Instrument Rentals	1,920.00	7,364.00	-5,444.00	-73.93%
Interest Income	549.03	708.84	-159.81	-22.55%
Membership Dues	17,250.00	20,510.00	-3,260.00	-15.9%
Miscellaneous	360.00	0.00	360.00	100.0%
Performances	43,770.00	49,157.35	-5,387.35	-10.96%
Registrations	8,745.00	11,685.00	-2,940.00	-25.16%
Reunion Food	3,200.00	4,200.00	-1,000.00	-23.81%
Reunion Game Misc	0.00	0.00	0.00	0.0%
Sales to Members	6,834.50	2,212.40	4,622.10	208.92%
Tickets	55,860.00	97,205.00	-41,345.00	-42.53%
Trips	44.00	0.00	44.00	100.0%
<b>Total Income</b>	<b>156,653.82</b>	<b>214,041.29</b>	<b>-57,387.47</b>	<b>-26.81%</b>
<b>Gross Profit</b>	<b>156,653.82</b>	<b>214,041.29</b>	<b>-57,387.47</b>	<b>-26.81%</b>
<b>Expense</b>				
Archives	980.63	2,590.44	-1,609.81	-62.14%
Awards	1,181.91	636.95	544.96	85.56%
Bank fee				
Merchant Fees	2,467.70	3,429.11	-961.41	-28.04%
Bank fee - Other	0.00	169.00	-169.00	-100.0%
<b>Total Bank fee</b>	<b>2,467.70</b>	<b>3,598.11</b>	<b>-1,130.41</b>	<b>-31.42%</b>
Contract Help	0.00	1,000.00	-1,000.00	-100.0%
Contribution to Endowment Fund	0.00	50,000.00	-50,000.00	-100.0%
Donation	3,700.00	2,905.41	794.59	27.35%
Flowers	329.83	289.89	59.94	22.21%
<b>Gifts</b>				
4th & 5th Year Alumni Hats	90.56	190.00	-99.44	-52.34%
Directors	1,149.90	580.70	569.20	98.02%
Honorary	84.94	27.32	57.62	210.91%
Reunion Giveaways	2,322.87	7,556.19	-5,233.32	-69.26%
Gifts - Other	1,095.60	540.53	555.07	102.69%
<b>Total Gifts</b>	<b>4,743.87</b>	<b>8,894.74</b>	<b>-4,150.87</b>	<b>-46.67%</b>

	Jan - Dec 19	Jan - Dec 18	\$ Change	% Change
<b>Ordinary Income/Expense</b>				
<b>Golf</b>				
Cart Rental	0.00	1,760.00	-1,760.00	-100.0%
Food & Drink	0.00	1,885.21	-1,885.21	-100.0%
Greens Fees	7,801.10	3,840.00	3,781.10	97.95%
Player Giveaway	8,527.90	3,625.58	4,902.32	135.22%
Supplies	395.00	0.00	395.00	100.0%
<b>Total Golf</b>	<b>16,524.00</b>	<b>11,110.79</b>	<b>5,413.21</b>	<b>48.72%</b>
Instrument Fees	2,600.00	757.00	1,843.00	243.46%
Insurance & Bonds	2,711.94	2,677.94	34.00	1.27%
<b>Mailing &amp; Postage</b>				
Script Ohio Club	1,194.37	0.00	1,194.37	100.0%
TBDBITLetter	1,308.88	10,772.20	-9,463.32	-87.87%
Mailing & Postage - Other	701.83	6,609.87	-5,908.04	-89.38%
<b>Total Mailing &amp; Postage</b>	<b>3,203.18</b>	<b>17,381.87</b>	<b>-14,178.71</b>	<b>-81.57%</b>
Meals Expense	1,808.74	1,527.92	280.82	18.38%
Merchandise	3,050.00	645.00	2,405.00	372.87%
Parking	2,251.75	2,910.20	-658.45	-22.63%
<b>Parties</b>				
Friday Bash	425.00	877.10	-452.10	-51.55%
HyperFriday Food & Bev	120.00	0.00	120.00	100.0%
Pizza - Food	1,667.76	1,383.21	284.55	20.57%
Reunion Food	5,677.05	6,390.79	-713.74	-11.17%
<b>Total Parties</b>	<b>7,889.81</b>	<b>8,651.10</b>	<b>-761.29</b>	<b>-8.8%</b>
<b>Printing &amp; Copying</b>				
Reunion	161.00	0.00	161.00	100.0%
TBDBITLetter	350.00	3,643.62	-3,293.62	-90.39%
Printing & Copying - Other	26.60	376.15	-349.55	-92.93%
<b>Total Printing &amp; Copying</b>	<b>537.60</b>	<b>4,019.77</b>	<b>-3,482.17</b>	<b>-86.63%</b>
<b>Refund</b>				
Reunion	70.00	0.00	70.00	100.0%
<b>Total Refund</b>	<b>70.00</b>	<b>0.00</b>	<b>70.00</b>	<b>100.0%</b>
<b>Rent</b>				
Room Rentals	0.00	569.00	-569.00	-100.0%
<b>Total Rent</b>	<b>0.00</b>	<b>569.00</b>	<b>-569.00</b>	<b>-100.0%</b>
Safety	572.95	0.00	572.95	100.0%
<b>Supplies</b>				
Reunion	236.46	45.01	191.45	425.35%
<b>Total Supplies</b>	<b>236.46</b>	<b>45.01</b>	<b>191.45</b>	<b>425.35%</b>
Tax Prep	75.00	75.00	0.00	0.0%
Tickets Expense	58,000.00	97,500.00	-41,500.00	-42.56%
Transportation	4,672.75	5,761.30	-1,088.55	-18.89%
Trip Expense	1,145.00	0.00	1,145.00	100.0%
<b>Total Expense</b>	<b>116,753.10</b>	<b>223,627.44</b>	<b>-108,774.34</b>	<b>-47.77%</b>
<b>Net Ordinary Income</b>	<b>39,900.72</b>	<b>-9,486.15</b>	<b>49,386.87</b>	<b>520.62%</b>
<b>Net Income</b>	<b>39,900.72</b>	<b>-9,486.15</b>	<b>49,386.87</b>	<b>520.62%</b>

	Dec 31, 19	Dec 31, 18	\$ Change	% Change
<b>ASSETS</b>				
<b>Current Assets</b>				
<b>Checking/Savings</b>				
First Financial Bank - Checking	54,238.02	15,681.89	38,556.13	245.86%
First Financial Bank MMK	87,769.59	86,231.67	1,537.92	1.78%
US Postal Service-Postage	3,007.20	3,700.53	-693.33	-18.74%
<b>Total Checking/Savings</b>	145,014.81	105,614.09	39,400.72	37.31%
<b>Accounts Receivable</b>				
Accounts Receivable	500.00	0.00	500.00	100.0%
<b>Total Accounts Receivable</b>	500.00	0.00	500.00	100.0%
<b>Total Current Assets</b>	145,514.81	105,614.09	39,900.72	37.78%
<b>TOTAL ASSETS</b>	145,514.81	105,614.09	39,900.72	37.78%
<b>LIABILITIES &amp; EQUITY</b>				
<b>Equity</b>				
Opening Bal Equity	54,019.05	54,019.05	0.00	0.0%
Retained Earnings	51,595.04	61,081.19	-9,486.15	-15.53%
Net Income	39,900.72	-9,486.15	49,386.87	520.62%
<b>Total Equity</b>	145,514.81	105,614.09	39,900.72	37.78%
<b>TOTAL LIABILITIES &amp; EQUITY</b>	145,514.81	105,614.09	39,900.72	37.78%

Ordinary Income/Expense	Type	Date	Mem	Notes	Chq	Cr	Split	Amount	Balance
<b>Donations</b>									
OSU Alumni Association	Deposit	01/02/2016		OSU Alumni Association	TRDNTL Cdb			500.00	250.00
College Tradition	Deposit	03/12/2016		College Tradition	TRDNTL Cdb			97.20	347.20
John Gray	Deposit	02/25/2016	10-40	John Gray	TRDNTL Cdb			100.00	447.20
Alma Schuch	Deposit	09/16/2016		Alma Schuch	TRDNTL Cdb			1,700.00	2,147.20
OSU Alumni Association	Deposit	11/10/2016		OSU Alumni Association	TRDNTL Cdb			44.67	2,191.87
OSU Alumni Association	Deposit	11/22/2016		OSU Alumni Association	TRDNTL Cdb			500.00	2,691.87
OSU Alumni Association	Deposit	12/22/2016		OSU Alumni Association	TRDNTL Cdb			800.00	3,491.87
<b>Total Donations</b>								3,191.87	3,191.87
<b>Endowment Income</b>									
Kemper Research donation	Deposit	02/25/2016		Kemper Research donation	TRDNTL Cdb			185.00	3,376.87
Kemper Research	Deposit	07/14/2016	728570	Kemper Research	TRDNTL Cdb			94.35	3,471.22
Kemper program donation	Deposit	08/02/2016	745885	Kemper program donation	TRDNTL Cdb			91.48	3,562.70
Kemper program donation	Deposit	12/02/2016	381160	Kemper program donation	TRDNTL Cdb			190.87	3,753.57
<b>Total Endowment Income</b>								771.69	4,525.26
<b>Golf Income</b>									
Golf Outing - Balls	Deposit	12/02/2016		Golf Outing - Balls	Golf Outing			500.00	5,025.26
Golf Outing - Balls	Deposit	12/02/2016		Golf Outing - Balls	Golf Outing			500.00	5,525.26
Golf Outing - Balls Up Tee	Deposit	12/02/2016		Golf Outing - Balls Up Tee	Golf Outing			180.00	5,705.26
Golf Outing - Balls Up Tee	Deposit	12/02/2016		Golf Outing - Balls Up Tee	Golf Outing			180.00	5,885.26
Golf Outing - Mulligans	Deposit	12/02/2016		Golf Outing - Mulligans	Golf Outing			200.00	6,085.26
Golf Outing - Mulligans	Deposit	12/02/2016		Golf Outing - Mulligans	Golf Outing			200.00	6,285.26
Golf Outing - Registration	Deposit	12/02/2016		Golf Outing - Registration	Golf Outing			120.00	6,405.26
Golf Outing - Registration	Deposit	12/02/2016		Golf Outing - Registration	Golf Outing			120.00	6,525.26
Golf Outing - Registration	Deposit	07/16/2016		Golf Outing - Registration	Golf Outing			3,971.00	10,496.26
Golf Outing - Registration	Deposit	08/02/2016		Golf Outing - Registration	Golf Outing			843.79	11,340.05
Golf Outing - Registration	Deposit	08/02/2016		Golf Outing - Registration	Golf Outing			1,470.31	12,810.36
Golf Outing - Registration	Deposit	08/02/2016		Golf Outing - Registration	Golf Outing			482.18	13,292.54
Golf Outing - Registration	Deposit	08/02/2016		Golf Outing - Registration	Golf Outing			482.08	13,774.62
Golf Outing - Registration	Deposit	08/02/2016		Golf Outing - Registration	Golf Outing			2,917.21	16,691.83
Golf Outing - Registration	Deposit	08/02/2016		Golf Outing - Registration	Golf Outing			77.00	16,768.83
Golf Outing - Registration	Deposit	08/02/2016		Golf Outing - Registration	Golf Outing			2,940.01	19,708.84
Golf Outing - Registration	Deposit	08/02/2016		Golf Outing - Registration	Golf Outing			120.48	19,829.32
Golf Outing - Registration	Deposit	08/02/2016		Golf Outing - Registration	Golf Outing			1,025.00	20,854.32
<b>Total Golf Income - Other</b>								12,947.10	33,801.42
<b>Total Golf Income</b>								14,153.13	47,954.55





[illegible]



Total Budget to Monitor





Type	Date	Mem	Memo	Class	Dr	Cr	Amount	Balance
Ordinary Income/Expense								
Insurance & Bonds								
	02/17/2016 10:49	Thompson Insurance	Employee Dishonesty Bond exp 9/27/2020	TRUSTL Club			1,000.00	1,000.00
	11/09/2016 10:13	Thompson Insurance	Indemn 100132	TRUSTL Club			1,612.94	2,711.94
Total Insurance & Bonds							2,711.94	2,711.94
Mailing & Postage								
Script Ohio Club	02/17/2016 10:47	Shady Golf	Script Ohio mailing - annual fee - reimburse	Script Ohio Club			300.00	300.00
	11/15/2016 6	TRUSTL Alumni Club	1024 picnic - Script Ohio Mailing	Script Ohio Club			888.97	1,944.97
Total Script Ohio Club							1,194.97	1,944.97
TRUSTL Letter	11/07/2016 4	TRUSTL Alumni Club	6091 picnic TRUSTL Letter	TRUSTL Club			1,200.00	1,200.00
Total TRUSTL Letter							1,200.00	1,200.00
Mailing & Postage - Other								
	01/18/2016 10:45	Pete Borlin	USPS Shipping - number sales	TRUSTL Club			100.00	100.00
	02/22/2016 10:44	USPS	500 Stamps (P rate)	TRUSTL Club			110.00	210.00
	07/16/2016 10:40	Michelle P. Jackson	Reimburse - Stamp 2016	TRUSTL Club			25.00	241.00
	07/16/2016 10:39	Pete Borlin	USPS Shipping reimbursement	TRUSTL Club			25.00	271.00
	08/07/2016 10:38	Pete Borlin	Reimburse Shipping - Mike Sales	TRUSTL Club			50.00	321.00
	08/15/2016 10:37	Pete Borlin	Shipping online Sept 4 for 10, 2016	TRUSTL Club			63.00	384.00
	08/28/2016 10:36	Pete Borlin	USPS Shipping 1-4 - Sales to members	TRUSTL Club			42.00	426.00
	08/28/2016 10:35	Michelle P. Jackson	Reimburse Michaels - Reunion	Reunion Dinner			11.00	447.00
	10/10/2016 10:31	Michelle P. Jackson	Reimburse Michaels	TRUSTL Club			22.00	469.00
	10/10/2016 10:32	Pete Borlin	Reimburse shipping for sales to members	TRUSTL Club			26.25	497.25
	10/25/2016 10:34	Pete Borlin	Shipping for member sales	TRUSTL Club			14.10	513.35
	11/20/2016 10:16	Pete Borlin	Shipping for merchandise sales	TRUSTL Club			25.00	538.35
	12/20/2016 10:25	Pete Borlin	Shipping Mike Sales - USPS reimburse	TRUSTL Club			161.94	701.80
Total Mailing & Postage - Other							701.80	701.80
Total Mailing & Postage							3,200.10	3,200.10
Merchandise								
	07/27/2016 10:39	Dan Eck	Reimburse Lunch at Pete and Pete - Treasurer Transition Dan Eck, Phil Kharavel	TRUSTL Club			38.71	38.71
	08/20/2016 10:30	Dana Smith	Adopt-A-Road reimburse (J Day donation)	TRUSTL Club			1,000.00	1,044.17
	10/25/2016 10:29	Paul Dymall	Landscape reimbursement - reimburse Paul (reimbursed from members)	Active Band			120.00	1,764.17
	11/02/2016 10:17	John Huggins	Bond Mailing stamps - paid by John, reimbursed by OSUAA	TRUSTL Club			44.87	1,809.04
Total Merchandise							1,809.04	1,809.04
Miscellaneous								
	08/25/2016 10:14	Victory Postcards	Victory 4000 License Photo Frames (1,000)	TRUSTL Club			3,000.00	3,000.00
	10/10/2016 10:23	Steve Buchhal	Invoice for Scud Saw Ingot	TRUSTL Club			31.00	3,031.00
Total Merchandise							3,060.00	3,060.00
Parking								
	04/10/2016 10:30	Robert Jones	Rob Jones - Parking Reimburse	Active Band			4.00	4.00
	08/16/2016 10:17	Robert Jones	Reimburse Parking 4/16, 08	Active Band			12.00	16.00
	08/25/2016 10:13	Bob Ounayer	Parking Reimburse - Bob Ounayer - Active Band	Active Band			64.00	80.00
	08/12/2016 10:30	Campanaro	Parking for 225 spots at French Field House 8/20/16	Reunion Dinner			2,112.00	2,192.00
	12/20/2016 10:15	John Huggins	Reimburse minimal parking	Active Band			60.25	2,252.25
Total Parking							2,252.25	2,252.25







## Attachment F: Pizza Party Report

To: Alumni Band Board Members  
Re: Annual Marching Band Pizza Party 2019  
From: Shelley Graf, Pizza Party chairperson

The pizza party was held at The Drake Event Center on Wednesday December 4th, 2019 from 6:00 to 8:00 pm.

**Pizza's:** We purchased 120 pizza's from PaPa Johns Pizza on High Street for \$8.00 per pizza. We also purchased 3 gluten free pizzas for the students that needed gluten free. I purchased 2 salads for the vegetarian students. The total was \$1098.76.

**Beverages:** All of the soda pop and water was donated to us by Krogers who donated \$200 gift card for me to purchase the water and soda pop for the event.

**Cookies :** Krogers provided 350 cookies for the event and Ron Donnell and Judy Baird provided Buckeyes for the event.

**Drake Union:** For the use of the room, tables, chairs and linens the fee was \$500.00.

Total Cost for the 2009 Pizza Party was \$1436.42 and the 2010 pizza party was \$1312.42 and 2011 pizza party was \$1438.00. Total cost for 2012 was: \$1495.25. Total cost for 2013 pizza party was \$1530.50. Total for 2014 was \$1636.70. Total for 2015 was : 1663.80, Total for 2016 was : \$1722.06. Total for 2017: \$1885.94. Total for 2018 was: \$1995.21. Total for 2019: 1598.76.

Each band member was given a Ohio State TBDBITL notebook that were given out at Reunion to our members as a memento of the reunion. Dr. Paul Droste also supplied enough Brass Band CD's for each band member to receive one. Also each band member received one movie theatre ticket for one free admission.

We had many door prizes that were donated for the event from The OSUWMC gift shop, Scott Wise donated marching band clothing. Pat Campbell donated over 100 door prizes. Also Craig Little and the Alumni Association donated many door prizes and reimbursed me for \$250 worth of gift cards and many other Board of Governors members provided gift cards for the event.

A special thanks goes to Pete Boriin for emceeing the event. Also, Thanks to Josh Halter for helping to get the barrels of drinks setup. Thanks to Susan Scharenberg for taking photos at the event. Also, thanks to all of the alumni that attended the event and assisted with making the event a success and to name a few : Nancy Henry, Greg Daniel, Dave Carwile, Paul Walsh, Phyllis Nicholson, Sam Antenucci, Tom Hurley, Ron Donnell, Lindsay Conkel, Heather Fair, Brian Golden, Derrick Mills, Mark Hurley, TJ Hersch.

The date for next years pizza party will be Wednesday December 2nd at The Drake.

## APPENDIX G

### SCRIPT OHIO FIGURES AS OF 1/17/2020

TBDBITL - Script Ohio Fund – 309538

Available Balance: \$44,383.33

Money in the 180-day hold

#### **Development Activity**

Last activity Date: 01/17/2020

Cash: \$27,897.00

Gifts in 180-day hold (not in GL)

Gifts Held 6 Months: \$349.00

Gifts Held 5 Months: \$242.00

Gifts Held 4 Months: \$9,784.00

Gifts Held 3 Months: \$989.00

Gifts Held 2 Months: \$3,254.00

Gifts Held 1 Months: \$12,768.00

Gifts Current Month: \$511.00

#### **607138 TBDBITL Scholarship Fund**

Principal Bal \$1,046,856.83

Available bal \$10,292.42

#### **607139 TBDBITL Script OH**

Principal balance \$133,820.29

Available Bal \$19,532.52

#### **641802 Dot the "I" Marching Band**

Principal balance \$1,048,681.70

Available Bal \$159,586.09

**647693      Woods TBDBITL Marching  
Band Fund**

Principal balance	\$102,730.36
Available Balance	\$20,433.94

**647698      100% TBDBITL endowed  
Scholarship (formerly 483164)**

Principal balance  
\$559,235.53

Available Balance \$8,018.96

## APPENDIX H

Travel Committee Report to the BOG Submitted by Ron Donnell, Chairman

January 27, 2020

The following is the process/planning that occurs prior to TBDBITL Alumni Band trips that, as Chairman of the Travel Committee, I have had the privilege of organizing through an organization known as "Historic Programs".

"Historic Programs" is exactly what its name implies....

Since June of 2015, TBDBITL has taken four trips (Normandy, France; Hawaii; Austria and Germany; and Washington, DC) at the invitation of and organized by Historic Programs. Our participation numbers in these trips were as follows:

2015 - D-Day Normandy, France: 64 band members and 37 guests. (101)

2017 - Vietnam 50<sup>th</sup> Anniversary in Hawaii: 80 band members and 94 guests. (174)

2018 - Silent Night 200<sup>th</sup> Anniversary in Austria/Germany: 65 band members, 54 guests. (119)

2019 - Parade of Heroes in DC: 53 band members (17 were Veterans) and 25 guests. (78)

In all, there were 472 people (262 band members and 210 guests), who have made these four trips. In addition, of the participating band members, there were 154 different members, averaging 65 members per trip.

Breaking this down further:

88 members have taken one trip

39 members have taken two trips

17 members have taken three trips

12 members have taken four trips

The upcoming trip with Historic Programs in November 2020 to Belgium, France and other WWI important sites currently has band members signed up from 5 states: Ohio, Indiana, Arizona, Pennsylvania, and New York.

The decades of members: 1950 – 2, 1960 - 6, 1970 - 15, 1980 - 5, 1990 - 3, 2000 - 2, 2010 - 1

How does the Travel Committee decide to accept a trip and how does it proceed with preparations?

1. Dr. Leppa and I receive an "official" invitation to the event from Earl Hurrey, MGySgt USMC (ret) V.P. Military & Veterans Affairs Selection Chair. We also receive a sample itinerary from Historic Programs.
2. The information is then presented to the Travel Committee. After discussion/consent, an "are you interested?" email along with a short sign up form is sent to selected members of TBDBITL including previous participants in the trips. In the case of the current trip (WWI – November 2020), 262 members who have taken at least one trip received the email on 11/18/19. By 11/21/19, we had 25 positive

responses. An email was then sent to Active Band - another 5 said "yes". Around 12/10/19, TBDBITL Postmaster distributed an email to the membership. The responses were now at 60, just 5 under our average.

3. More discussions with Dr. Leppla and the Committee took place. At the same time, an email was sent to those who had respond "I'm interested", but this time they were asked if there was a chance of cancelling to let us know this now. I received one response.

4. After further discussion with Dr. Leppla, it was decided to accept the invitation to the "2020 Remember WWI Memorial" next November. We were informed by Earl Hurrey that the requirement to submit the official application to Historic Programs was waived by his HQ.

5. Now that the trip has been officially "accepted", I created the "official" sign up form. Since this trip is international, besides asking for name, address, instrument, etc., we will require passport information for Historic Programs. I worked with Cherish Walser of Historic Programs to ensure that the "sign up form" will provide her with all of the information she will need about our members.

NOTE: Before the "sign up form" was sent to members who had indicated they wanted to make this trip, a "Greetings" email was sent informing them of several important points such as who sees the information requested, what is done with this information, what happens after they sign up, etc.

6. Payments: To enable our members to make online payments, Historic Programs/Cherish Walser and our committee prepared the My Tour Account registration form.

7. The Travel Committee is exploring options involving shipping the larger instruments. Renting the large instruments from a company in Austria worked out fine for the 2018 Silent Night/Austria-Germany trip, so I contacted that same company to see if we could expect their assistance on our new 2020 trip; several other companies located near Belgium were suggested. Historic Programs has also volunteered to reach out to its partner, Wens Travel in the Netherlands, for assistance. We will be able to rent 4-valve Bb concert tubas at the cost of 595 euro or \$655 each, and a bass drum for 265 euro or \$291 each. We currently have 4 tubas and 1 bass drum signed up.

The large instruments have always been the matter of most concern because of the cost to ship by air. Not knowing how many will be needed at the beginning of the trip process, it is impossible to work the cost into the price of the tour....and be fair to everyone. Renting instruments from the U. of Hawaii in 2017 was the perfect solution...but we don't have that option in other parts of the world.

8. Performance music is handled by Dr. Leppla and Susan Scharenberg. Earl Hurrey will send the "official" ceremonial music to Dr. Leppla, which always has to be re-written for our instrumentation. Susan makes the music available in "Box" and assures me that all members who are signed-up for the trip are also signed up in "Box". A minimum of two rehearsals are scheduled pre-trip with "core Columbus area members" attending.

9. I initiate the special trip patch design; get input/approval from the Travel Committee; contact Oasis for costs on items for the trip.

FYI, we have 15 members signed up as of this email who have never taken a trip with us/Historic Programs. There has been a three-night Normandy extension added to the trip. To date, 23 have signed up for this extension.

### Attachment 1: Ways & Means Report (November 2019)

- As of 10/28/19 we have 52 custom Ohio Yeti 20 oz Rambler tumbler's remaining in stock. The sales have tapered off quite a bit in October.
- Supported Script Ohio Club Committee Scholarship letter processing to 64 TBDBITL Scholarship winners.
- Preparing article for next newsletter regarding 64 TBDBITL Scholarship winners.
- Preparing door prize raffle for Pizza Party - cutting up slips of paper for all members of 2019 OSUMB roster.
- Provided feedback to OSUMB regarding sound of the band (new amplification) in Ohio Stadium from various seat locations.
- Advised VP Hersch about Membership Letter and postage process.
- Checking with Chipotle about discounts on 250 \$10 gift cards for Strategic Plan Committee use - sent out an update to the BOG on 10/28 (see below)

I contacted my friend at the Chipotle office here in Columbus and he had one of their staff return this update.

Question: Do you know if Chipotle has a gift card discount program for non-profit organizations?

Answer: We don't offer a discount, however, we do participate in the Scrip program, which offers a 10% rebate on gift cards purchased. This means if they purchase 250 \$10 gift cards, they'll receive \$250 back to their non-profit.

So, kind of? Here's a link to the Chipotle card options. "<https://shop.shopwithscrip.com/Shop/Product/326>

(from Pete) Many of our local elementary school PTO groups use "Scrip" and receive the rebates back for their school.

TBDBITL Alumni Club may want to consider participating in the "Scrip" gift card rebate program. Some of our committees who might benefit from gift cards are Adopt-A-Row (buying gift cards for meals), Pizza Party (donors could buy gift cards to have given out to the OSUMB at the Pizza Party), and others as discussed at our last meeting.

Per the website from "Scrip" they offer approximately 748 retailer gift card choices.

# COLLEGE TRADITIONS INC.

ACCOUNT NO.		AL9525 TDBBITL ALUMNI CLUB		CHECK NO:	025822
VOUCHER	INVOICE NUMBER	INVOICE DATE	INVOICE AMOUNT	AMOUNT PAID	DISCOUNT TAKEN
6972	2019	1/03/20	120.39	120.39	.00
				CHECK TOTAL	
				120.39	

COLLEGE TRADITIONS INC.  
286 M LANE AVE.  
COLUMBUS, OH 43201  
(614) 291-4678



JP Morgan Chase Bank, N.A.  
www.Chase.com  
25-37406

CHECK NO. 1/03/20 VENDOR NO. AL9525

PAY ONE HUNDRED TWENTY AND 39/100 DOLLARS\*\*\*\*\*

CHECK AMOUNT \$\*\*\*\*\*120.39

TO THE TDBBITL ALUMNI CLUB  
ORDER PETE BORIIN  
OF

*[Signature]*  
AUTHORIZED SIGNATURE

⑈025822⑈ ⑆044000037⑆ 796181626⑈



## Attachment 2 Finance Software Update Proposal

January 1, 2020

TBDBITL Alumni Club, Inc.  
Report from the Finance Committee

Re: Request for Accounting Software Change

To the Board of Governors:

The Finance Committee would like to formally request permission from the Board of Governors ("BoG") to change the accounting software from QuickBooks Desktop ("QBD") to a cloud-based accounting solution called Xero.

For at least a decade or more, the club has utilized the QuickBooks Desktop application to keep track of the books and records. This has been a great solution for the club for many years and served the necessary purpose, but we feel a change is warranted as we move forward. One of the downsides of using the Desktop application is that only one person can have access to it unless you use a cloud server host. That has not been a problem for the past 20 years or more as we have had only one person in the Treasurer position. As we now transition to having a Treasurer and an assistant Treasurer, we feel now is a good time to consider a change.

The club could benefit from a cloud-based accounting application in the following ways:

- Transparency – both the Treasurer and Assistant Treasurer will have full access to the books. In addition, the President will be granted access to review the books periodically.
- Ease of transition – in the future it will be much simpler to transition the treasurer position as the only change required is granting the new Treasurer a login and removing the prior Treasurer.
- Cloud storage – unlimited storage of documents is available, so we could begin storing any accounting documentation right into the software. In addition, moving forward with Xero would open another cloud-based document hub called "HubDoc" that will be available at no additional cost in March 2020.
- Efficiency and Speed – bank feeds pull transactions into the system for you, which speeds up the bookkeeping process
- Checks and balances – having more than one person with eyes on the books is a great safeguard for any organization

QuickBooks is the most widely known and used small business accounting software in the country and has been for many years. So why are we recommending Xero? The movement of accounting to the cloud has changed the game and many other vendors were able to enter the space and compete on a level playing field.

The incoming Treasurer had this to say about the reason for using Xero.

*I own a business with my brother and Dad where we do outsource accounting and CFO services for small businesses and nonprofits. Historically, we had always used Quickbooks Desktop for all our clients except one large client that outgrew it. About a year ago, we began exploring cloud accounting options with the goal of speeding up the bookkeeping process, improving efficiencies, and eliminating as much paper as possible. After quite a bit of research, we settled on using Xero as our primary accounting application. It is a primary competitor to Quickbooks Online, which I have also used in a limited capacity this year as well. We then began adding additional cloud based applications to handle different pieces of the accounting function. When you combine all these apps, you can get a fairly automated system at a reasonable price.*

*We chose Xero over Quickbooks Online for 3 reasons. First, Xero can connect to more than 2 times more other accounting applications than Quickbooks Online can. Second, Xero had a much better pricing structure. The main version we use retails at \$32 per month and includes all features they offer except multi-currency, a job costing feature, and an expense reporting feature. Meanwhile, QBO is more expensive and the lower - mid-tier levels gradually add features as you go. Lastly and probably most importantly, we chose Xero because it became highly recommended from another accounting contact I have. They probably have 80-100 people using it and spoke very highly of it.*

*As of now, our business has 15 clients/individuals on Xero and been very happy with the experience thus far.*

The move to Xero will require a monthly subscription as mentioned above. The cost will be reduced to \$24 per month, since there is a 25% nonprofit discount.

Thank you for your consideration.

Sincerely,

The Finance Committee