

**Westborough Fine Arts Education Association**  
Minutes for September 12, 2023 7:00 PM, Zoom Meeting

WFAEA is holding its meeting virtually, but with all present, visible and with the ability to hear and participate we conclude that members joining the meeting by Zoom are present.

Present: Lisa Chase, Jen Niece, Chris Martin, Jess Crandall, Liza Hubbard, Eric Hammond, Craig Robbins, Jeannie Chong, Anna Leduc.

Lisa Chase called the meeting to order at 7:03 to order. She welcomed the members.

**Executive Board Reports**

**President-** Lisa Chace

**Vice President-** Jessica Crandall

**Treasurer-** Jen Niece reported about the summer activity. (welcome to Carissa Heinrich!)

Activity 7/1/23-8/31/23:

Income:

\$200 in Membership from 2 members

\$65 from Concert Dress

\$1 from PayPal Giving

\$137.15 in Interest

Expenses:

\$4.96 in PayPal fees

\$230.00 to renew PO Box rental for the coming year

\$18.50 to file the state Annual Report

\$785.00 for the preparation & filing of the annual tax return

\$149.90 for the Zoom annual subscription

\$367.50 for JJ Shim - Drum Major in 1<sup>st</sup> year gets reimbursed 50%

Project Funds:

\$500 for Wish List items (smaller requests)

\$2,700 for larger Projects

\$2,650 for Clinicians (\$100 per ensemble + \$50/day for food & travel)

Lisa Chase talked to Fine Arts teachers on the 1st day back to school to let them know about the Project Funds and Clinician Funds available from WFAEA.

**Secretary-** Kathy Swanson

- Approve June 13, 2023 minutes Jen Niece proposed we accept to approve the minutes of the meeting and Jess Crandall seconded.

**Director of Fine Arts-** Chris Martin Introduced the new band director from Gibbons Middle School.

- Funding Request - joined by Craig Robbins, Gibbons Band

Name: CRAIG ROBBINS & EVAN DOYLE School: GIBBONS MS

Project Name: MUSIC STANDS & CARTS

Brief Project Description:

The band directors at Gibbons requested funding in the amount of \$1337.45 (plus shipping) for the purchase of 18 new Manhasset music stands and 1 new Manhasset stand cart to hold said stands. With our band participation numbers growing and flourishing across the program, we find ourselves without enough stands to run our rehearsals at present, as well as in need to replace some. The

funding of this grant will directly impact the near 150 band students in addition to our orchestra students while on stage at Gibbons. Additionally these new stands will serve the many musicians to come. Thank you for your consideration of this request.

The membership discussed the project and proposal. It does make up about 40% of our budget and we will need to do a big push with our fundraising letter to get it out early.

A vote was taken and it unanimously passed. It does

- Start of School Report Great kick off. Lisa came to the opening meeting and the staff thought it was a great thing. Yay! Jazz band auditions started and Craig is a great addition. Lexi Dalgert is a new addition taking Emma Ballachino's year long sabbatical. Alison Janay is taking a maternity leave in December and looking for a sub. Mill pond band is starting. Auditions are happening for everything. Pottery Club is happening. Parent Square is happening. We've expanded - the journalism program has moved into the Fine Arts program. Media Arts.

## General Business

- About WFAEA - introductions and highlights from last year - Lisa described what WFAEA is and what we do and support. What the jobs and the volunteer roles are.
  - Membership drive letter to be sent out to grades 3-12 Kathy will go to K-3 Parent Group meetings. Lisa will get info from Amber's Superintendent Advisory Council.
  - Volunteer Opportunities - Many spots are available and lots of help will be available. Spreadsheet is filling up. Good notes, sign-up genius in place, and people to help.
  - Audit committee - 3 members (not officers), review financial records of WFAEA and report back in writing to the President before the October meeting Eric, Carissa and Jeannie volunteered to do it.
  - Big WFAEA events for the year:
    - Uniform distribution (September 27, 28, & 29) - organize and fit student concert attire ○
    - Band O Rama 11/15/23 - Organize volunteers to serve pizza dinner between concerts ○
    - Choral Collage 1/25/24 - Organize volunteers to serve pizza dinner between concerts ○
    - MICCA 4/5-4/7/24 - Concessions/Volunteer Coordinator
    - Pops Night 5/16/24 - planning and running
    - Sr Banquet 5/21/24 - organize end of year fine arts banquet for graduating seniors ●
- Newsletter - Quarterly issues plus special editions (ie.Spring Senior, Alumni Edition) about 4 electronic Jeannie Chong will continue and Beth is phasing out. Journalism students can maybe write articles.

- 2023 - 2024 Meeting Dates - Second Tuesday of each month at 7:00 pm
  - September 12, 2023
  - October 10, 2023 - in person meeting in the WHS library
  - November 7, 2023
  - January 9, 2024 - in person meeting in the WHS library
  - February 13, 2024
  - March 12, 2024
  - April 9, 2024
  - May 7, 2024
  - June 4, 2024

## Upcoming Activities

- Open Houses
  - All K-3 September 28, 6:30-7:30
  - Grade 4 October 5, 6:30-7:45
  - Grade 5 September 21, 6:30-7:45
  - Grade 6 September 14, 6:30-7:45
  - Grade 7 September 27, 6:00-8:00

- Grade 8 September 19, 6:00-8:00
- WHS Choir Concert - Thurs 10/19, 7pm
- Band O Rama - November 15, Sign Up Genius to go out
- WHS Fall One Acts Concessions - November 3-4, Sign Up Genius to go out

**Adjournment Lisa Chase adjourned the meeting at 8:06 PM-Next Meeting is**

October 10, 2023 IN PERSON, WHS Library!

*Voting privileges- one vote per paid member; membership forms available*

*online!*