

Westborough Fine Arts Education Association

Meeting Minutes – January 7, 2020 Westborough High School

In attendance: Beth Kinsky, Kelly White, Amy Allegretta, Connie Hastings, Chris O’Keefe, Pauline Sciarappa, Katrina Banks-Binici, Judy Brown, Mary Lynn Hackett, Lisa Martin, Chris Martin

Treasurer’s Report – Chris O’Keefe

Expenses to date - \$13,673 includes the expenses paid since last meeting:

- \$2,816 to QuickPrint for the Ad book – printing cost was greater than last year however, we incurred no layout expense resulting in a lower total cost than last year.
- \$387 for the raffle – includes permit fee \$10 and taxes of \$35 and the winnings (which were donated back),

Income to date - \$17,898 plus \$5 PayPal giving fund and \$50 of PayPal membership not yet transferred

- Ad book to date has deposited \$10,015 – which is \$2100 more than last year
- Center Stage Concession made \$377 during the fall play, about \$80 less than last year

Net profit for Ad Book - \$7,199 against a budget of \$4200

Net profit for the Raffle \$641 (note: the donation of the winnings is reported in general donations)

Overall we seem to be in a good place we’re still well within the budget set for 2019-20.

- Income is \$2500 ahead of last year thanks to add book and raffle
- Expenses are also greater than last year due to higher concert uniform replacement costs, and other expenses we did not have last year like drum major stipend and scholarship for Nationals. Scrip checks for end of December will also add to expenses.

Revolving account balances (a/o 1/1):

Uniform Replacement: \$7,830.96

Activity Fund: \$335

Project Fund: \$4,769 (to date, pottery wheels have been paid for)

Meeting Minutes – Katrina Banks-Binici

Meetings from November 7, 2019 meeting were unanimously approved as written.

Fine Arts Director Report – Chris Martin

Chris M. brought a thank you note from Cecilia Lin for the scholarship for Nationals. There are currently 131 students registered for the Fine Arts trip to Disney. Roommates have been picked and flights are being booked. Because this is below the 150 students minimum used to calculate the per student cost, a decision was made to keep the workshops and parade components but eliminate the performance at Disney.

Workshops last 2-3 hours. Each student can attend 2 workshops.

Chris M. is looking for new ideas for fundraising. Future Yankee candle sales need to be coordinated with the other schools so as not to overlap.

Paul Tomashefsky is on leave and Samantha Hackenson is filling in. Karin Puffer is on leave for February and Fine Arts department is looking for a sub.

There are currently 2 adults teaching 225 kids in Gibbons chorus and a possible split into a 7th grade and 8th grade chorus is being considered. Chris has flexibility to shift personnel across schools to meet needs.

WFAEA received the invoice for the string bass but the funds had been budgeted in the 2018-19 budget. If we pay the bass from 2019-20 funds this year's budget will be off. The timpani will be covered by the business office. A motion was made to pay the \$4050 for the bass from the 2019-20 budget and it was approved.

Karen Forrest submitted a request for \$400 for clinician, Aaron Bush at Gibbons. The \$400 will cover the 3 ensembles at \$100 each, teacher consultation at \$50 and a travel stipend of \$50. A motion was made to pay Aaron Bush \$400 for the March 24 clinic at Gibbons. All approved.

Chris M and Chris O will meet separately to discuss the logistics of the Marching Band banquet.

Ad Book – Connie Hastings

The Ad Book finished with 44 pages. Separating the family shoutouts from the business ads will assist in future planning. This year we had 44 advertisers; the maximum is probably around 50. We need to recruit 2 volunteers to take on the Ad book next year.

The added pages increased the printing costs. We printed 1,600 copies which may be too much so we will reevaluate the number for next year. Ideas for utilizing all the books include placing some in each school office for exposure, distributing at Mill Pond and 3rd grade fine arts events.

Using a student as an intern for the Ad Book was a great experience for WFAEA but we need to be mindful of the work volume for the student and their stress level. We could potentially use 2 students (upper and lower classmen) with the younger student shadowing the older and then stepping up the following year.

It was suggested to promote the Ad Book job more as an administrative project and less as ad solicitation.

Scrip

Statements detailing how much was earned for the Disney trip went out. The deadline to earn money for the trip is February 15.

Pops Night

The brainstorming night will be rescheduled to February.

Band-o-Rama & 50/50 Raffle

Beata Czerniak LeLacheur won \$179 at the 5 pm show and Glenn McLeod won \$163.50 at the 7pm show and both donated their winnings back to WFAEA. In the future we need to provide extra seating for students who bring their own meal and may not be reflected in the headcount.

Westborough House of Pizza still needs to be paid for the pizzas.

Choral Collage

Choral Collage needs volunteers for the event and raffle and will get parent lists to M. Hackett and L. Martin for signups. Chris M will update the flyer.

WFAEA will speak briefly before the performances.

Senior District Festival

After a successful campaign to recruit volunteers to assemble and distribute water bottles, we are all set to greet the students when they board the buses for the Senior District Festival.

Restaurant Fundraisers – Amy Allegretta

There will be an UNOs fundraiser but the date is TBD. Amy is waiting for the paperwork from Margaritas and then that fundraiser will be scheduled.

Next meeting is February 4, 2020 at 7:00 pm

Meeting adjourned at 7:25 pm