

Westborough Fine Arts Education Association
Minutes September 13, 2022 7:00 PM, Zoom Meeting

In attendance: Lisa Chace, Jessica Crandall, Kathy Swanson, Jen Niece, Christopher Martin, Deb Cushman, Lisa Martin, Jeannie Chong, Kim Keogh, Liz Burrow, Elizabeth Kinsky, Michelle French, Stephanie Trivedi

The meeting was called to order at 7:05pm by Co-Presidents, Lisa Chace and Jessica Crandall

A motion was made by Deb Cushman to approve the June 7, 2022 minutes from Jessica Crandall, past Secretary, and Jen Niece seconded this motion. A vote was called and the minutes were approved.

All were welcomed by presidents and all in attendance introduced themselves.

Treasurer Report- Jen Niece, treasurer

Reimbursements for Drum Majors camp will be made. Chris M will check on students' names.

Budget Review was given to membership:

Activity 7/1/22-8/31/22:

Income:

\$14.25 from final Scrip rebate issued on account closure

\$10.00 from Pops Night – dispute resolution from PayPal found

Expenses:

\$216.00 to renew PO Box rental for the coming year

\$18.50 to file the state Annual Report

\$104.03 for the Zoom annual subscription

\$372.50 for Finn Clegg - Drum Major in 1st year gets reimbursed 50%

Project Funds:

\$1,500 for Wish List items (smaller requests)

\$9,000 for larger Projects

\$3,200 for Clinicians (\$100 per ensemble + \$50/day for food & travel)

Note: The July deposit from Mr. WHS totaled \$10,440, and a check was written to WHS for the same amount. Mr. WHS should be disregarded from budget numbers because it's not WFAEA funds.

All of the paperwork for the tax return has been submitted to the CPA. Accountant is working on this and will have it finished at the end of the month.

Memberships will be in next month's report.

Director' Report - Director of Fine Arts, Chris Martin

- D-Wing is dry and safe after the minor fire. .Minor damage will take some time to fix. Some

Math classes are being held in the auditorium. Some tile work in damaged classrooms will take time. Marching band now has their uniforms. They were in the building when there was no admittance and they did not have them for the first weekend.

- Staffing Update - Carolyn McGraw digital art teacher resigned and got new job as professor at Quinsigamond Community College. Ally Jenay is the new teacher from West Boylston High. Everything is going well
- Seats of Recognition that Beth Kinsky got were installed this summer by Zach Taylor.
- Thank you to Lisa Martin. She will be the marching band coordinator.

General Business

- About WFAEA - introductions and highlights from last year
Jessica Crandall did the introduction about what WFAEA is all about and how to get involved. She asked those present to please pass the word around that the group is looking for new membership. WFAEA is especially looking to encourage parents of younger students to become more involved. Many of the involved members have upperclassroom.
Liz Burrow, who is President of Boosters, suggested a rep from WFAEA attend the parent group meetings. An Open House pamphlet was made and will be handed out by Fine Arts teachers. It was also suggested that principal Callahan mention it during his remarks at Open House.
- Membership drive letter to be sent out to grades 3-12
- Volunteer Opportunities Available:
 - Business ad solicitation - Beth Kinsky and Deb Cushman will continue with this but welcome others to help. They are replacing program guide-ads during concert previews, on facebook, on website patron page and in newsletter. A Solicitation letter is finished. They need to get a list of emails to send out. There are three levels of ads: gold, bronze and silver for the businesses to choose from. A member suggested the list that the EDC (Economic Development Council) has on a new website www.shopwestboroughma.com It has a list of all businesses in town and emails. They will use that to solicit ads. Seats of recognition targeting seniors will continue. Boards, Posters, and running slide show will showcase ads at events.
 - Uniform distribution (Fall Dates TBD) - organize and fit student concert attire
 - 2 - 3 Volunteers are needed that can be available at the end of September-beginning of October. For 3 days, chorus, band and orchestra. The commitment is a few hours on these days,. Organize and fit student concert attire. Take inventory, . Its period 1 2 and 3. Liz Burrow and Jeannie Chong volunteered. (Beth Kinsky will help if she can)

- Band O Rama 11/16/22 - Organize volunteers to serve pizza dinner between concerts Michelle French, Lisa Martin and Liz Borrow will continue Last year was pizza and water . In years past there were additional items. They reported it was easier with students separated into different locations Plan is to keep the same as last year. Desserts may happen again and it will be decided in the future.
 - Choral Collage 1/26/23 - Organize volunteers to serve pizza dinner between concerts
 - MICCA Kim Keogh and Kathy Swanson will volunteer to do it. 3/31/23-4/2/23 -
 - Concessions/Volunteer Coordinator Kathy Swanson will continue.
 - Pops Night planning meetings will be held and volunteers are needed
 - Sr Banquet 5/23/23 - organize an end of year fine arts banquet for graduating seniors Jeannie Chong, Jen Niece and Kathy Swanson will organize it.
 - Newsletter - Quarterly issues plus special editions (ie.Spring Senior, Alumni Edition) Jeannie Chong and Beth Kinsky will take the lead
- 2022 - 2023 Meeting Dates
 - Second Tuesday of each month at 7:00pm on Zoom (Exception: Nov 15 and no December meeting)
 - Newsletter - We're aiming for the first issue on October 15th (newsletter will be out in mid November and will cover events at lower levels. New tech director and new art teacher will be introduced in this issue.

Upcoming Activities

- September 28th Gibbons Open House - WFAEA Flyers to be distributed (flyers go out at the 7th grade Teachers go to the 7th grade so maybe someone can man a table for the 8th graders. Flyers will go to the Parent Groups so that they can plug WFAEA
- October 1 Arts in Common - Saturday,
- October 20 WHS Choir Concert 7 pm
- October 21-22 GMS Fall Drama 7 pm
- November 4-5 WHS One Acts 7 pm
- November 16 Band O Rama - 5-7
- November 30 WHS Small Ensemble Concert 7 pm
- December 1 WHS Vocal Pops Concert 7 pm
- December 7 GMS Concert 1
- December 8 GMS Concert 2
- December 12 WHS Band Concert 7 pm

- December 15 WHS Orchestra/Chorus Concert 7 pm
- January 5 WHS Jazz Concert 7 pm
- January 20-21 Winter Production 7 pm
- January 26 Choral Collage 5 pm
- March 21 String Fest 7 pm
- March 22 Band MICCA Preview Concert 7 pm
- March 23 Chorus MICCA Preview Concert 7 pm
- March 24-25 GMS Musical
- March 31-April 2 MICCA
- April 28-30 WHS Spring Musical
- May 2 GMS Band Concert 7 pm
- May 9 WHS Chamber Concert 7 pm
- May 11 GMS Orchestra/Chorus Concert 7 pm
- May 15 Town Wide Art Exhibit
- May 17 Pops Night 6 pm
- May 18 MPS Chorus Concert 7 pm
- May 23 WFAEA Senior Banquet 6 pm
- May 25 Mr. WHS 7:30pm
- May 30 MPS Gr 5-6 Orchestra Concert
- May 31 MPS Gr 5-6 Band Concert
- June 1 Awards Night 6 pm
- June 5 Jazz Stock 4:30 pm
- June 6 MPS 4th Grade Orchestra Concert 7 pm
- June 8 MPS 5-6 Grade Chorus Concert

Adjournment -next meeting - October 11, 2022

Minutes respectfully submitted by Kathleen Swanson 10/3/22