

Westborough Fine Arts Education Association

Meeting Minutes – November 4, 2019 Westborough High School

In attendance: Beth Kinsky, Kelly White, Alyssa Dver, Amy Allegretta, Connie Hastings, Chris O'Keefe, Mary Lynn Hackett, Pauline Sciarappa, Katrina Banks-Binici

Treasurer's Report – Chris O'Keefe

Expenses to date - \$9612

- paid \$2236 for concert uniform replacement (\$200 more than last year)
- paid \$117 for posters, WFAEA lanyards and a sign stand (publicity)
- reimbursed for Drum Major Academy for 2 Drum Majors at 50% for total of \$565 (falls within this year's budget but is greater than last year as no one submitted)
- paid \$5496 for the pottery wheels out of our projects budget

Income to date - \$13,553 (13,188 plus \$365 deposited today)

- Ad book to date has deposited \$8728 (\$8363 plus \$365 deposited today) against a budget of \$7900 – up \$2400 from what was made last year
- Membership has raised \$3150 against FY19 budget of \$4400; \$845 less than membership at this point last year
- 44 member families at this point vs total of 60 for all of last year
- Another Seat of Recognition sold (2 so far this year)

Unable to forecast script program because it follows its own schedule. Will have a better sense when we issue checks in December and then again when we issue checks in June.

Revolving account balances (a/o 10/8):

Uniform Replacement: \$7,830.96 (after \$2236 payment of replacement uniforms for this year

Activity Fund: \$335

Project Fund: \$4,769 (after \$5496 payment of pottery wheels)

We discussed whether we need to resend an email regarding membership and/or put push in Band-O-Rama email

Meeting Minutes – Katrina Banks-Binici

Meetings from October 1, 2019 meeting were unanimously approved as written.

Fine Arts Director Report – Chris Martin

Cecilia Lin qualified for National District Concert Band for French horn and oboe and requested funds to help defray the cost of travel to Orlando, Florida. Student opportunities like these should be supported because they align with WFAEA's mission. We voted unanimously to fund \$400 toward travel costs. Cecelia will need to provide Chris O'Keefe with copies of her airfare invoice. The funds will be taken out of WFAEA's scholarship budget. We will follow up with photos and a mention of her achievement on the WFAEA website and possibly the Ad Book.

Ad Book – Connie Hastings

The Ad Book has grossed close to \$10,000 in ads. Shout outs from families are not included in this ad revenue number. Quikprint will do the printing again this year. There will be a big push to finish adding in content over the next 2 weeks to get the final product to Quik Print by November 25. Beth K. will get the Alumni pages to Connie by November 11 at the latest. Connie needs more photos in general to add to the book and we will try to get cast and crew photos of the fall play. Alyssa requested digital logos of advertising businesses for our website.

Scrip

We will send out a reminder regarding the Scrip program

Pops Night

There will be an informal meeting in December for anyone interested in brainstorming on Pops Night. Kelly, Alyssa and Amy agreed to committee the event.

Superintendent's Advisory Council

Beth shared information on the Superintendent's Advisory Council. Parent groups, Boosters, and leaders meet to share information with each other to ideas to collaborate and avoid fundraising overlap/conflicts.

WFAEA Membership

Michelle French won the activity fee drawing and donated it back to WFAEA where it was won by Beth Mintz.

Maria Ahmed won the Elsie Kaye \$50 gift card drawing.

WFAEA marketing/membership will continue with personal outreach, ie., to seniors.

Fall Play – Katrina Banks-Binici

Nearly all volunteer and donation signups for tech week and concessions are full. Katrina proposed increasing candy to \$2 and keeping chips at \$1. Grafton has increased their prices. We voted to pilot this increase at the fall play and see how it goes. Chris O’Keefe will provide a list of WFAEA members eligible to receive 1 free ticket to the fall play.

Band-O-Rama - Mary Lynn Hackett

There are supplies (plates, napkins, cups) available to use in the WFAEA closet. Mary Lynn will send out a signup genius to solicit volunteers, water, desserts, paper goods and cups.

Geoff Spofford volunteered to sell the 50/50 raffle tickets at the event and Tri-M students will help. Chris O’Keefe has the raffle permit from the town. The tickets will be sold for 1/\$1, 6/\$5, and 12/\$10.

Restaurant Fundraisers – Amy Allegretta

Amy will meet with Beth and coordinate with Chris Martin to ensure that the WFAEA restaurant fundraisers do not conflict with the Disney fundraisers.

Project Fundraising

WFAEA will continue to fundraise in general and not tie the funds to any one project. Some of these funds *may* go to special projects like a new curtain for the auditorium but we discussed not committing all fundraising efforts to any one project. We voted on and approved funding up to \$2000 for a new curtain. We discussed whether there are more critical needs (new amplifiers for jazz band, expanded mics for theater performances, etc and discussed the best way to encourage teachers to submit their proposals for funding.

MICCA Planning

It was decided that this event is too far in the future to discuss.

Next meeting is January 7, 2020.

Meeting adjourned at 8:45 pm