

Westborough Fine Arts Education Association

Meeting Minutes

September 14, 2021 7:00 PM, Zoom Meeting

In compliance with the COVID-19 restrictions, 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.

In attendance: Beth Kinsky, Deb Cushman, Lisa Chace, Jess Crandall, Stefani, Lisa Martin, Jeannie Chong, Chris Martin, Mary Payant, Michelle French, John Kinney, Kathy Swanson, Karin Puffer, Pam Yanco, Jen Niece

Welcome and introductions

Executive Board

Co-Presidents- Lisa Chace and Beth Kinsky

Vice President- Deb Cushman

Treasurer- Jennifer Niece

- See approved budget attached in email

Secretary- Jessica Crandall

About WFAEA: The mission is to support the fine arts department. The group would love to expand its reach into the younger grades this year.

Treasurer's Report

- Income - \$100 donation back in July that is applied for this membership year
- Expenses - \$176 to renew PO Box rental for the coming year, \$19 to file the state Annual Report, \$9,637 to clear out the Mr. WHS funds, and \$79 for the Scrip annual fee
- Not yet recorded in Quicken, there has been the following activity:
 - Income - \$450 in Memberships, \$13 from Amazon Smile
 - Expenses - \$435 to reimburse Drum Major Academy costs
- Finalizing tax return with CPA now.
- We should also get word out about the Scrip program because it's an easy way to earn some money. I have a flyer (attached) that had been used to advertise the program, and I have some files with enrollment forms.

June 15, 2021 minutes - Approved, motion from Lisa Chace, approved by all

Director of Fine Arts- Chris Martin

- Staff Updates:
 - Karen Forest is retiring Oct 8 but will be teaching part time at Mill Pond. She will be recognized at Band-o-Rama.

- Doug Dufresne moved to Gibbons, Karen is showing him the ropes
- Sarah Harney is the new Mill Pond band director.
- Amy Crossin is teaching Art at Mill Pond as .2 (on Wednesdays)
- For future meetings, student from Tri-M, Omshreya Swain, will be providing fine arts update/
- Health & Safety updates
 - Band: Using special masks and covers / All PPE is provided by the schools.
 - Choral: School has ordered special choral masks for indoor use.
 - Masks are not currently required outdoors (at teacher's discretion)
 - 6' apart outside
 - 3' apart masked indoors
- Thank you to marching band camp volunteers.
- Center Stage open house will be held on Wednesday, September 15.
- Theater Bootcamp will be starting next week. Technical experts from Emerson, Hanover Theatre, and around the state will be teaching aspects of lighting, sound, staging, etc. to WHS students.
- Center Stage update: Flipping schedule: 10 min plays in the fall.
- Gibbons Theater: James and the Giant Peach
- Running all Fine Arts events as usual – All concerts are free of charge this year.
- Family Music Nights K-3: Flyers will be going out.
 - ○ Ukulele Nights transformed to Zoom music nights last year. Continue with Family Music nights – 1st on Zoom, then hope for in-person later in the year.
 - ○ All three schools combined on the same night for the first four sessions.
 - ○ Flyer to share on website
- No Fine Arts trip planned this year. Maybe next year – might do something small – NY Moma – they require vaccination. Maybe in May - TBD.
- Marching band is traveling (First home game this Friday at 7pm – Come out to support.)
- Districts, All State, MICCA are planned for this year.
- There will be a WHS Musical – whether it's in person, virtual or no matter what. WHS purchased livestream and recording licenses.
- Mill Pond – Music ensembles start next week.

General Business

- Membership drive letter to be sent out to grades 3-12
- Volunteer Opportunities Available
 - Chair -Band O Rama 11/16/21 - Organize volunteers to serve pizza dinner between concerts. Lisa Martin and Michelle French volunteered to coordinate this and hope to have a new Chair to shadow them. (See more below)
 - Chair - Choral Collage 1/27/22 - Organize volunteers to serve pizza dinner between concerts
 - MICCA- 2 Co-Chairs - (Concessions/Volunteer Coordinator) 4/1-4/3 2022
 - Chair: Program Guide - Business ad solicitation - (replacing program guide-ads during concert previews, on Facebook, on website patron page and in newsletter.)

- Chair - Sr Banquet - organize end of year fine arts banquet for graduating seniors- 2 volunteers needed
- Uniform distribution-help organize and fit student concert attire - Kelly White + 1 volunteer needed; possibly Nov-Dec time frame
- Newsletter - Quarterly issues plus special editions (ie.Spring Senior Edition, Alumni Edition)- 2 volunteers needed to help with writing, content and layout – Jeannie Chong offered to help with the newsletter.
- Note: Chris noted that ideally a parent of a chorus student will chair Band O Rama and a parent of a band student will coordinate Choral Collage, so that they don't miss the performances.
- 2021 - 2022 Meeting Dates
 - First Tuesday of each month, 7:00pm - No December meeting
- Newsletter - aiming for first issue on October 15th

Upcoming Activities

- Arts in Common - Saturday, October 2 11am-5pm – It is the 11th year. Will include professional musicians, 44 artisans, make own crafts, free activities – henna, instrument petting zoo, community art, food trucks, beer area, juggler. Fine Arts Dept has had a table with an activity in the past. Event supports the Westboro Cultural council. Good time to do a grant with the Westborough Cultural Council for activities in the fall. Volunteers always needed.
- Gibbons Open House - September 21-22, Flyers to be distributed. Table set up.
- Band O Rama - November 16, Sign Up Genius to go out
 - Need chair sooner than later – Lisa Martin / Michelle French. Liz Burow may be available to help. Or ask Chorus or Orchestra parents help with Band O Rama and Band parent do Choral Collage. Could also ask Tri-M volunteers for help.
 - Will Space kids around the school for dinner for around the space.
- WHS Fall Play Concessions - November 19-21, Sign Up Genius to go out
- Pops night (May 17) Scholarship Fundraiser– Replacing the Gala – Celebration of the year – Music / Art. Celebrating class of 22. Organizing committee to be formed in October
- Scholarship committee formation

Adjournment -next meeting - October 5, 2021 adjourned by Lisa, Deb

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