

## **MPA Board Meeting Minutes**

### **West Campus**

**Tuesday, April 12, 2016 6:30 pm**

**Board Members Present:** Donna Beard, Nancy Chew, Susan Chimdemi, Kathy Collier, Kyle Costanzi, Patrice Costanzi, Kristy Deischer-Eddy, Neil Johnson, Jan Lassen, Shawna Powel, Nellie Santos

Board Members Absent: Teresa Foster, Carrie Fell, Kim Woodward

**Music Directors Present:** Brent Lewis, Ed Otto, Sherry Weaver, Matt McCloskey

Music Directors Absent: Brian Lloyd, Adam Speakman

### **Donna Beard, President:**

1. Slate of new officers, Election May 10 at East:  
President: Nancy Chew and Michelle Nedved  
VP West: Robin McMillen  
Treasurer: Carol Reiner  
Secretary West: Karolyn Withka  
Car wash Coordinator: Deanna Bradley
2. Retirement gifts for Directors, Brent Lewis and Sherry Weaver:  
Brent said he wants to do something special, honoring a past student, Ted Smith, second chair trombone, who died from cancer during his first year. Ted's parents both worked a lot of hours in the concession stands.

Sherry also mentioned she wants to do something special, and will get back to Donna on an idea.

3. New Business – we need a procedure in place for each fundraiser from here on out. We shouldn't have a fundraiser go out immediately, without first going through the board for review. Patrice asked if this would be the case for returning fundraisers, and Donna said yes. There were problems with the past MyApps fundraiser, where we thought it was going to roll out in a couple of days, but there was a lot more preliminary work to be done. Nancy said she put in between 50-80 hours with MyApp. Nancy said that the timing of MyApp sabotaged Joe Corbi (which was 0 participation from West). Patrice mentioned that once all the trips are done, no one wants to do any more fundraising (ie: Joe Corbi), as well as we had an early Easter and the musical. Shawna mentioned we should do all fundraising in the Fall. Ed mentioned next year there will be even more testing, which will interfere with scheduling. Ed mentioned we may not have STEM students because of the testing. Patrice said Adam is going to Carnegie Hall and will need to fundraise possibly in the spring. Nancy said he would need money early so people need to commit so he can book ahead of time. Patrice said if Sherry had more time she would have wanted more fundraising. Sherry mentioned that her students did a lot of fundraising for Carnegie Hall. Kristy mentioned we should review by-laws, especially for fundraising. Donna suggested we sit down with Directors about when trips are and try to fill in a fundraising schedule around them. Shawna said we have to look at when the bulk of the money is needed for the

trips, lay out dates and a plan. Ed said one trip will be the Alamo Bowl, and the other one would be in Florida. Matt said he's thinking about a candlelight tour at Epcot on December 17, 2016. Nancy mentioned that it really needs to be promoted beforehand. Matt said that we're staying clear of the football teams, so as not to overlap. Sherry is recommending another orchestra trip for all three schools. Donna asked if we could leave this to Ways and Means Committee and Nancy said that's fine. Matt said that there are still parents who haven't paid the activity fee yet, and now it's becoming an obligation.

Donna asked for a motion to be passed concerning board review for each fundraiser. Shawna motioned and Nancy seconded the motion.

Ed asked about installing lockboxes in the office, so students can drop forms with money. This way it is kept secure. Ed says the logistics of collecting money is getting to be a problem. Donna asked Ed how secure is the lockbox. Ed said it would be in his office. Nancy said we deal with \$15,000 in checks in the course of one day. Donna asked why do trips go through MPA and not the district? Matt said it would take a long time to go through the district and it is time sensitive. Donna said that it makes MPA liable, if someone were to damage a hotel room. We were told by an insurance agent that as long as MPA is covered by District policy, then we are covered. If it were a bus accident, we could get sued. Brent said to think about it if there were no trips anymore. This is the reason music parents exists, to sponsor these activities. Donna mentioned that we support trips, but don't sponsor them. Matt said the district doesn't want to do

peripheral band trips. Matt said that we don't see the money from Payforit, activity fees. Brent said the district would say no to trips. Patrice said it would take longer for the district to reimburse/cut a check. Nancy asked how do we protect ourselves? Shawna said we are under the umbrella of the district. Matt said the district approves the check. Brent said you're all under the umbrella of school district. Donna said we carry insurance on the equipment in the concession stand. But what if someone gets hurt? Donna said to sidebar the subject for another time.

4. Updates on Joe Corbi:

Shawna stated we had 17 from East, a couple from choir. We only had 137 items, so students got \$5 per item. Pick up is April 25 at East. Will send an email reminder to students involved.

5. Kim Robinson - Indoor salaries is only one left to pay. April 23 is when Indoor performs.

6. Spring concerts – speaking about MPA:

Donna will speak at Matt's concert on May 13

Kristy volunteered to speak at Adam's concert on May 13

Matt will see the DMS directors tomorrow and find out when their concerts will be.

Sherry said that Music in the Parks is an event, and directors are still earning money for this. Can upcoming ninth graders start fundraising? Donna said we will wait till next year.

7. Scholarship committee:

Shawna said copier at Staples would eat the pages. Meeting is set for April 18. Deadline is April 24.

8. New carwash coordinator:

Deanna Bradley accepted this position.

9. Concession Inventory:

Asked Neil to do an inventory. George Robinson, a former board member, said all equipment is the property of MPA, but we have no records. The district feels some equipment is theirs. We haven't had any major issues so far. Sherry said that MPA bought lights for the field. Matt said in the future we need to put barcodes on right away, after purchasing equipment. Donna said Pia DiSantos emailed East and West, about revamping the kitchens, and having silent bids. Donna said she thinks the awaystand could use another table and shelves. Information will be passed on to Neil.

10. Sherry:

Pit orchestra/Musical East and West

Concert is April 15 at 7:30 pm at West

East Octet: performing at Downingtown Alumni Association @  
Downingtown Country Club

Chamber Group, East, West and STEM: starting Ensemble rehearsal next week, preparing for Living Arts and Senior Awards.

Orchestra members participation required at Graduation ceremony as their final exam grade.

Wednesday, June 8 – East

Thursday, June 9 – West

Friday, June 10 – STEM

All begin at 6:00 pm. Orchestra will be there at 4:30. Orchestra banquet in June.

So far, 30-40 applications have come in for Orchestra Director for all three high schools and four supplemental contracts.

11. Patrice said that Mark Hollerman said we are getting a check for \$100 from Wells Fargo, a matching gift program. When it came up, it was from anonymous.

12. Motion was made and seconded to dismiss.

Meeting adjourned 7:35 pm

Respectfully submitted by Jan Lassen

DHSMPA West Secretary