

## **Downingtown High School Music Parents Association (DHS-MPA) Board Meeting January 12, 2016, 6:30 pm - Downingtown High School East**

The meeting was called to order at 6:37 pm by Donna Beard, President.

Present were: Donna Beard, Susan Chindemi, Nancy Chew, Kristy Deischer-Eddy, Carrie Fell, Jan Lassen, Patrice Costanzi, Shawna Powel, Kyle Costanzi; Brent Lewis, Brian Lloyd, Adam Speakman, Ed Otto, Sherry Weaver, and Matt McCloskey.

Also present was guest Neil Johnson, who will be taking over for Kyle as Concessions coordinator.

**Website:** is now live. Donna Beard stated that Rhonda Marks has done a wonderful job with updating the website. Rich Goldberg is still happy to host the site for us, but is thrilled to not have to update it. If anyone has pictures to contribute, please e-mail them to Donna at [mpa.donna@gmail.com](mailto:mpa.donna@gmail.com).

**Open Positions for 2016-2017 are:** President, Treasurer, Vice President representing West, and Secretary representing West. The Membership will be informed of these vacancies at the regular meeting.

**Scholarship Committee:** Donna Beard announced that a committee needs to be formed to coordinate the applications and awarding of scholarships. Members for the Committee need to not have a senior in the music program. Susan Chindemi volunteered to serve. The Membership will be asked to join the Committee at the regular meeting.

**Timeline:**

- March 1-31: applications available
- April 5: applications must be postmarked DEADLINE
- April 11: applications are copied and given to committee
- April 11-24: MPA committee meets and selects winners
- April 25: Directors are advised of winners, review any issues
- April 26: any runners-up selected dependent upon any issues
- April 27: Donna to supply winners to school counselors
- April 29: STEM deadline for name of winner
- TBA: Deadline for East & West names of winners

The dates are open for discussion, but this timeline is based on when STEM needs the winner's name.

The applications should be sent via USPS rather than via the counselor's office; deadline is postmark date of April 5. One scholarship—the Cooper scholarship—must go to a band member.

Patrice Costanzi stated that the cover page of the application should be such that all the information will be included except for the student's name (to keep it anonymous). Somebody not on the committee should be the one to open, sort, and copy the applications for the committee to review. Shawna xxxxxx volunteered to serve in this capacity.

Donna Beard stated that the deadline of April 5 gives Shawna time until the 11<sup>th</sup> to get all the applications sorted & copied. The Committee has two weekends to review the applications and meet to decide upon winners. The directors will be given winner names for review, & if there are no issues, then each school will be notified of the winners. If there are issues, then a runner-up would have the scholarship awarded to him/her.

Patrice Costanzi stated that last year, the directors were given three names (ranked anonymously by the committee as one, two, & three); that way, if the number one candidate had an issue, the award would go to the number two candidate.

**Car Washes:** Donna Beard stated that the current coordinator, Sue Harding, mentioned that someone has expressed interest to be her successor. Michelle Schwartz has also expressed interest if that lead falls through.

**Sherry Weaver's budget (resubmit):** Donna Beard stated that the money designated for "trips" was removed from Sherry's budget. It was resubmitted for the same dollar amount, but reallocated to other areas.

Sherry Weaver stated that the money was for something special for the kids while on the trip, not the trip itself. Instead, the money is now going towards paying adults who play at concerts & for a workshop.

Donna Beard stated that this new budget essentially approves Sherry's budget back to the full amount originally requested.

**Financials:** reports were passed out by Patrice Costanzi. She stated that receipts are needed from Ed Otto for the cart that pulled the drum major podium for West's band. Everybody is within their budget. Kyle confirmed that A warmer and table were purchased this year & mats for floor. The canopy did survive the windy game night (per Neil).

Adam Speakman asked if the updated DSF sheets could be posted. The last one (for East) is dated November 29, 2015, and a payment date is coming up (January 25).

Shawna Powel asked if the withdrawal form could be posted to the website, as the only one there at present is the form for senior withdrawals. Donna Beard stated that if the form's .pdf is sent to her, she'll have Rhonda put it on the website.

Adam Speakman suggested that the DSF balances could also be posted on Schoology. That way, the parents have access and it's password-protected.

**Fundraisers:** Shawna Powel stated that the spring fundraiser will be Joe Corbi's.

Shawna then asked if it was known what the next trip would be so that the fundraisers for next fall could be set up to help pay for the next trip.

Ed Otto stated that it's too late to plan for a bowl game trip, although the Sugar Bowl & Alamo Bowl are still accepting applications. The Macy's Thanksgiving Day Parade application asks for the field show video, not a parade video.

Patrice Costanzi asked if the Downingtown Student Fund (DSF) has run its course. The sports teams fundraise as a group. For example, if West's Band is going to, say, the Taxslayer Bowl, the band could raise money for the entire group such that all have to participate to benefit. If they do not participate, then they have to kick in, say, \$50.

Adam Speakman stated that in that instance, the kids who need it the most aren't going to get back what they put into it. It's not going down incrementally with how much they sell.

Nancy Chew stated that 60 students participated in the gift card fundraiser, raising \$2,300. Some of those who raised the highest amount were the ones who put the most into it.

Adam Speakman stated that it might be best to shy away from fundraisers that depend upon a large number of students to participate.

Patrice Costanzi stated that often, it's the number of items sold, not the number of people participating, that drive the percentage of profit.

Adam Speakman stated that things like gift cards are easier to do.

Shawna Powel stated that we could have bought a boatload more than what we did.

Kristy Deischer-Eddy asked if the short time periods we had this fall were typical.

Donna Beard stated that we were pushing to get them in because of the holidays & the timing of the trips.

Shawna Powel stated that letting people know in the spring what the anticipated fundraisers would be in the fall would be helpful.

Patrice Costanzi stated that on the first day of school the schedule could be posted in the music room.

Donna Beard stated that all of the Ways & Means committee members were new, so the cycle for fundraisers started late.

Ed Otto stated that in speaking with other band directors, other bands have certain times of year that have the same things are sold every year. We could have the schedule for the year as to what the fundraisers would be and generally when they would occur.

Someone asked if there could be one more weekend for ad sales for the Cavalcade Program Book.

Patrice Costanzi stated that all the programs sell ads. An idea is that the ad book could be used not only at Cavalcade, but at all concerts during the year. The program could be slid inside for every single concert & that would up the ante for exposure.

Brent Lewis stated that 20 years ago, the kids were getting a 40% profit margin on fundraisers. Keep that in mind as you're looking for fundraisers. The more the profit margin, the more participation you could get.

Patrice Costanzi stated that we do have to have something that would be done for the good of the whole; something that has a higher profit margin for more items sold.

Donna Beard stated that parents have approached her saying that trips are too expensive.

Ed Otto stated that the combined trips seem to be less expensive.

Brent Lewis says it depends on what the trip is as to what the cost ends up being.

Shawna Powel stated that there could be a large fundraiser, like a Beef & Beer, that defrays the cost for everyone.

Donna Beard stated that we have to get the kids & parents to understand that the MPA is for the common good & not the individual.

Adam Speakman asked if the upcoming Cougar Cabaret could be used as an experiment. Sometimes that event can generate \$3,000. Could that go towards the total cost for the choir's trip for next year?

Patrice Costanzi stated that it would go through the pass-through account. I don't see anything wrong with it.

Adam Speakman stated that he was looking at the Carnegie Hall trip which, according to Sherry, can be expensive.

Matt McCloskey asked if the parents would mind if one group fundraises & others don't.

There was general agreement among those present that, no, it wouldn't be a problem.

Matt McCloskey stated that he does the program book for everyone (he doesn't mind doing so), but going forward it might become an issue.

Patrice Costanzi stated that one thought is to have a formula. What if the district pulls the contract out from under us in 5 years?

Donna Beard stated that the program book would then be something that goes back to the MPA as a whole. If the fundraiser is something general across the board, it should be for the MPA as a whole. Specific fundraisers can be for a particular program.

Jan Lassen asked if someone should take over for Matt's role in the program book coordination at some point.

Donna Beard stated that she feels that one of the Board members should be involved with the program book.

Matt McCloskey asked if there were certain things that they shouldn't be spending money on. The cost for chaperones is different if a travel agent plans the trip.

It's hard to say a hard-line decision, but not everyone sees all the pieces of the puzzle.

Brent Lewis stated that there are a certain number of "free" spots offered by the travel agency which he puts back into the pool, then the chaperones are asked to pay half.

Patrice Costanzi stated that she thinks the parent chaperones should pay something. I was surprised when I didn't have to pay as a chaperone.

Matt McCloskey asked what the philosophy was when looking at trips & the budget. We need to know what's appropriate before we plan for that.

Kyle Costanzi stated that it depends upon what the by-laws say.

Shawna Powel stated that there are a lot of parents who don't know what the DSF is.

Ed Otto stated that he wonders if the "smart" phones are making people less smart because they have their heads buried in them so much. It's amazing that there are people not knowing what it is.

The meeting was adjourned at 7:30 pm.