

# Williamsburg Music Association

## Meeting Minutes, WHS Library

August 13, 2015

**Present:** Dee Culp, Ann Cromwell, Erin Eichhorn, Mary Greiner, Anastasia Leminski, Lori Adamson, Michelle Malloy

**Music Directors and Administration:** Lynell O'Conner, Steve Manning, Stephanie Williamson, Katie Berte, Tom Landeros

**Minutes:** No minutes were presented.

**Treasurer's Report:** Mary provided this report dated August 2015. Income totaled \$5,935, Expenses totaled \$3615, and the bank savings and checking total is \$33,083.43. Around \$7,000 of this total is committed money, leaving approximately \$26,083 available.

**IRS 501(c)3:** Ann provided an update of progress to becoming a federal non-profit. Over the summer, two documents were prepared; articles of incorporation and by-laws. These were used to apply with the State of Iowa. When the State approved our request, we are now prepared to apply to the IRS. This should be done soon. The business secretary's office at the high school will be asked to be a permanent repository for the original or copies of these founding documents. Near the end of the meeting the directors signed a document "Williamsburg Music Association-Meeting of the Board of Directors-Dated as of August 13, 2015" which adopts the by-laws and gives guidance on bank activities. This document will be included in these minutes.

**Open House:** A table with WMA information and music apparel will be at the August 19 open house. We discussed offering WMA "membership" as was done last year. The value of this effort wasn't obvious so it was decided not to offer membership. Also discussed was having a WMA table in the junior high area, but this was not deemed worth the effort. If possible, a sign could direct parents to the high school WMA table.

**Music Apparel:** Dee presented info on the Elite online store for music apparel. The closing date is August 28 and delivery is Sept 11. \$3-6 profit projected per item.

**Drive 4UR School:** we will decide this date in the December meeting. Have a target date and one alternative.

**Grape picking fundraiser:** Tom Capper offered an opportunity to make money picking grapes. It is uncertain when grapes would be ready for harvest. The Cappers offered \$600 plus lunch and would need 10-12 kids plus 3 adults. He estimates the work would be done in about 4 ½ hours. We decided not to do this fundraiser because of the quick deadline and the uncertainty of the harvest date. We will consider this next year if the opportunity is offered.

**Website upgrade:** changes and updates should be made to Raidermusic.com . Suggestions are to change from blue and red text to improve readability, convert events list to a calendar, and to link to the Facebook page.

**Football game concessions:** the music department partners with FCCLA to run the football game concession stand to make money for the music org fund. Six people representing music are needed. Signup Genius (done by Bobbi Jo Van Deusen) is successful at getting these volunteers. Katie commented that confirming that volunteers will come is important. Anastasia volunteered to contact and confirm volunteers. Stephanie and Katie will talk to Bobbi Jo on using Signup Genius for all music parent support needed for marching band and football concessions.

**Band Update:** Stephanie provided a handout updating activities. This included a list of purchases made and items still needed. Stephanie is very thankful for the lunches during band camp that were organized by Bobbi Jo and funded/staffed by parents. We discussed a stipend payment to Stephanie for writing the marching band show but a decision wasn't made.

**Choir Update:** Steve provided an update on choir activities. 109 students in concert choir, good considering this year follows the Disney trip year. The 2016 show choir theme is "Sky Full of Stars". We discussed if WMA should continue charging show choir members \$100 dues. Williamsburg is hosting a state show choir contest on February 1, 2016. 7 schools are invited. Katie will be the site manager. Addams Family is the fall musical, November 5, 6, and 8.

**Budget:** no discussion

**Miscellaneous:** Katie will contact Tom Welsh on improvements to the dinner show lights.

**Next Meeting:** September 3, 2015, High School library.

Submitted, Ann Cromwell



## Williamsburg Music Association

Meeting of the Board of Directors

Dated as of August 13, 2015

Pursuant to Section 205 of the Revised Iowa Nonprofit Corporation Act, which provides that any action required or permitted at an organizational meeting may be taken without a meeting if a consent in writing setting forth the action being taken is signed by all the directors, the undersigned, constituting all the directors of the corporation, do take the following actions:

The following resolution is adopted:

RESOLVED, that the form of bylaws as prepared by legal counsel and as presented and reviewed by the directors be and the same are adopted and shall constitute the bylaws of Williamsburg Music Association and by this reference said bylaws are incorporated in and made a part of these minutes of action and a copy of such bylaws as adopted shall be certified by the secretary and included in the corporation's official records.

Dee Culp is appointed a director.

The music directors of Williamsburg High School are appointed ex-officio directors. They now are Steve Manning, Katie Berte, Stephanie Williamson, and Tom Landeros.

Officers are elected to hold office until their successors are elected and qualified as follows:

President	Ann Cromwell
Secretary	Erin Eichhorn
Treasurer	Mary I. Greiner

The secretary is directed to file in the official records of the corporation the original of the Articles of Incorporation of Williamsburg Music Association as filed in the office of the Secretary of State of Iowa on July 13, 2015, together with the Acknowledgement of Document Filed issued by the Secretary of State under such date.

Each of the following resolutions is adopted:

RESOLVED, that all actions taken by the incorporators in organizing Williamsburg Music Association be and the same are approved and the treasurer is authorized and directed to pay all expenses of organizing and incorporating the corporation.

RESOLVED, that a checking account and other accounts as needed be opened by Williamsburg Music Association in Farmers Trust & Savings Bank and as depository of the corporation, said bank is authorized to accept at any time for the credit of the corporation deposits by whomsoever made of money and negotiable instruments in whatever form and howsoever endorsed on behalf of the corporation.

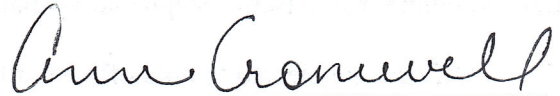
RESOLVED FURTHER, that for purpose of withdrawal of the corporation's funds from said accounts, the bank is authorized and directed to pay or otherwise honor all checks and other orders for the payment of money drawn on such account of this corporation (including checks drawn to cash or to individual order of one of the persons whose name appears thereon as signer) when signed by any one of the following:

President	Ann Cromwell
Treasurer	Mary I. Greiner


RESOLVED FURTHER, that the secretary be and hereby is authorized to certify to said bank a copy of these resolutions (or to certify on forms provided by said bank for the same purposes) and in the event the name of the officer is not set forth above, to certify to said bank from time-to-time the name of such officer.

RESOLVED FURTHER, that the foregoing resolutions dealing with banking shall continue in effect until notice of a resolution to the contrary is received by said bank.

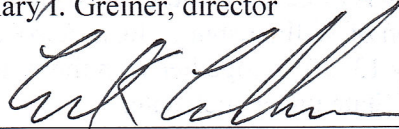
It is intended that the foregoing actions taken by the directors shall be and become the actions of the directors upon their consent as of the above date. Such consent is evidenced by their signatures below to these minutes of action.



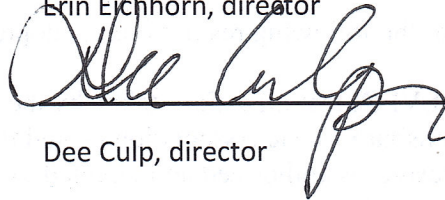
Ann Cromwell, director



Mary I. Greiner, director



Erin Eichhorn, director



Dee Culp, director