January 8, 2015 Williamsburg Music Association Minutes

Directors Present: Katie Berte, Steve Manning

School Administrator Present: Lynell O’Connor

Officers: Erin Eichhorn, Sharon Helt, Stacia Koppenhafer

Parents and Students Present: Ann Cromwell, Michelle Malloy, Bobbi Jo vanDeusen, Dave Rackow, Dee Culp

Meeting called to order by Stacia Koppenhafer at 7:01 p.m.

Minutes from December 2 meeting were forwarded to the parent membership email list prior to this meeting and available to read at the meeting. Minutes were approved.

Finance Report Mary Greiner sent report in her absence. Savings: 1199.41 and Checking: 13,511.90. Total $14,711.44. Bills to be paid- $363 (newspaper ad for talent show and final Dornink’s payment for dresses). Erin Eichhorn motioned for approval. Sharon seconded. Finance report approved. Dean Menton has provided Show Choir arrangement. Still needs to be paid. Has not billed us yet. $1600 check was cancelled to Ben Schmidt after Show Choir arrangement was not provided in agreed upon time. Stop payment fee of $28.43 to bank. WAMAC conference-discussion for admission fee vs. free will offering for music events. Many schools prefer free will offerings and make more that way.

Mary Greiner received outstanding checks ($40) from Mr Kalina for members of color guard photo buttons.

Fundraising: Dee Culp will follow up with Ron Capper on January 14 to see if we were able to get our preferred date of April 11 for the Ford Test Drive. The Rummage Sale will be held that same day.

Marching Band- Still need to identify # of bags needing replacement, uniforms that need repair, and get mud and grass cleaned off shoes and out of bags. Mr. Kalina was absent tonight. Ms. O’Connor reported this activity was in lesson plans for this week, yet not completed due to delayed starts and snow days. They’d like kids to complete this project with parent help. A list of member names, uniform bag numbers and shoe sizes was created by Robert vanDesuen during uniform fittings. Group thinks Mr. Kalina has this for reference, yet Robert vanDeusen can forward it to him upon request.

Donated Amy and Doug Harrison, Doug’s father. Will be stored. Ann will write a thank you.

Community Talent Show-1 confirmed act and 2 verbal commitments. Timing after break, snow days and late starts have not helped with recruiting efforts. Group decided to postpone show possibly until summer. Maybe July 4 between parade and fireworks or around time of Bill Riley show to invite them to participate, as well. Sharon will email Will to place postponement on website. Erin will ask Mary Greiner to let the Clare and Nick Duffy know of this change, as they were going to emcee. Mrs. Berte will let the Journal Tribune know.

Show Choir -email not sent out yet by Mr Manning to remind families of dues. Dues to be paid at Kick off. Still figuring out amounts. Costuming going well. Capris still need to be ordered for girls.

Kick Off-Senior parents will donate supplies for brownie sundae. Stacia will contact parents for that. Email invitation will be sent through Mr. Manning. Sign Up Genius for Hair Moms and Small Waters for all competitions. Kids will provide own snacks or sack lunches or purchase food at the concession stand as the host schools discourage us from bringing in coolers of food. 15 combo, 54 show choir, 6 crew. 75 total kids. Hair Moms needed for kick off. Pictures will be taken for buttons. State competition next night. Marty Bunge will be available to take picture for poster. Decided not to do a Super Bowl bake/snack sale for this event.

Dinner Show-Chairs need to be identified and they can recruit their own committees instead of having sign ups.

Drinks/Serving-Michelle Malloy

Food Servers –Sharon Helt and Erin Eichhorn

Stage- Houllihans

Tables and Decorations-Dee and Cheryl

Hallway Decorations-Katie Berte and Co-Chair needed

Food -

DVD-Stacia

Publicity and DVD-Stacia Koppenhafer and Ann Cromwell -contact newpapers in Williamsburg and Marengo, hang vinyl signs, poster (Marty Bunge), flyer

Ticket Sales-/Seating

Lighting Sound-need to find someone. Try to improve the lighting of the stage given the extra risers used.

Emcee-to be determined

Christmas Community Concert- Went very well. Community members commented how important it was to have this. Without having Mary Welsh students, not as many in attendance. Each show 2/3 full. Need to do 2 shows. $1500 bake sale profit. Good donations. Thanks to directors for encouraging kids. Wooden Free Will offering box was donated to us by Doug Harrison’s father. Ann Cromwell will write a thank you note.

Choir-Solo and Ensemble sign ups in process. March 28, usually in Grinnell.

Band-no report due to Mr. Kalina’s absence

Disney Trip –Final amount still to be determined, between $903 and $923 depending on final number of participants. Parent Meeting will be held prior to trip. Night before trip, luggage and instrument case search. 20 Parents will be needed. Students and parents agree to this search. 10 parents to check carry ons the morning of departure.

Kinnick Carver Concessions-Mrs. Berte will check with DeAnna Holder to see if she wants to continue this project for the remainder of UI basketball and wrestling season or if she can recruit an assistant to help. It’s an ambitious job.

Parents and students with questions about working these concession stand shifts need to go be addressed to DeAnna Holder and not the Directors.

Meeting adjourned at 8:05

Minutes recorded by Sharon Helt

Next Meeting February 5 @7 p.m.

**2014-15 Income**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Month** | **Income** | **Projected** | **Actual** |  |
| August | Tshirt/Yard Sign Sales |  | 750 |  |
| August | WMA Membership Dues |  | 555 (22 families) |  |
| September | Band Photo Buttons |  | 660 |  |
| September | Elite Sports On-Line Apparel |  | 75 |  |
| October | Bake Sale @ Musical |  | 509 |  |
| October | Flower Sales @ Musical |  | 140 |  |
| December | Kinze Donation for Small Group Ensemble Performances at Christmas Party |  | 2000 |  |
| December | Grand Concert Bake Sale |  | 1498 |  |
| December | Grand Concert Free Will Offering |  | 460 |  |
| TBD | Talent Show Ticket Sales | 1500 |  |  |
| February | Show Choir Fees | 5200 |  |  |
| February | Show Choir Photo Buttons | 500 |  |  |
| March | Spring Play Flower Sales/Bake Sale | 300 |  |  |
|  | Free Will Offering @ J High and HS Concerts | 2500 | December: 285 and 453 |  |
| April | Ford Test Drive | 2000 |  |  |
| April | Rummage Sale | 1000 |  |  |
| April | Show Choir Kids Clinic (5/6 grade) | 200 |  |  |
| April | Dinner Show | 6000 |  |  |
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**Proposed Budget**

**January-December 2015**

\*% of Projected Income-will be less if Actual Income is less than Projected .

Any extra income will be added to the Miscellaneous and Savings categories equally.

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| --- | --- | --- |
| **Category** | **% of Projected Income** | **Projected $ Amount based on 20,500 Projected Income (\*)** |
| Savings | 10% | 2050 |
| Miscellaneous | 11% | 2255 |
| Accompanists | 7% | 1435 |
| Band | 6% | 1230 |
| Choir | 6% | 1230 |
| Marching Band (show, props) | 15% | 3075 |
| Color Guard (costuming, props) | 7% | 1435 |
| Band Leadership/Camps | 8%  Marching Band and subcategories=30% | 1640  Marching Band and subcategories=6150 |
| Show Choir (Arrangement, Props, Costumes, Miscellaneous make-up, jewelry | 30% | 6150 |

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| --- | --- | --- |
| **Expenses covered by WMA**  **(Up to % Projected Income)** | **Expenses covered by Music Org** | **Expenses covered by WHS Department Budgets** |
| Show Choir Arrangement | Honor Choir Entry Fees | Band Uniform Cleaning |
| Show Choir Costumes and Supplies | Show Choir Contest Fees | Choir Robe Cleaning |
| Solo/Ensemble Accompanists | Show Choir Choreography | Other Expenses above % Projected Income from WMA |
|  | Marching Band Contest Fees | Instrument Maintenance |
| Marching Band Show and Props | Choir Awards | Music |
| Color Guard Costumes and Props | Band Awards | Solo/Ensemble Entry Fees |
| Band Leadership/Camp | Band Letters | All State Entry Fees |
| Miscellaneous | All State Lodging |  |
|  | Jazz Band Contest Fees |  |
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