April 9, 2015 Williamsburg Music Association Minutes

Directors Present: Katie Berte, Steve Manning

School Administrator Present: Lynell O’Connor

Officers: Erin Eichhorn, Sharon Helt, Stacia Koppenhafer, Mary Greiner

Parents and Students Present: Ann Cromwell, Cheryl Lillis, Lori Wells-Adamson, Anastasia Lamanski, Dee Culp, Nancy Jackoby, Brenda Schropp, Cali Steckly

Meeting called to order by Stacia Koppenhafer at 7:05 p.m.

Minutes from February meeting were forwarded to the parent membership email list prior to this meeting and Stacia summarized them. Erin motioned for approval. Sharon seconded. Minutes were approved.

Finance Report Mary Greiner provided report.

Dinner Show Donations coming in ($1700). Show Choir Dues 40 of 52 collected. Mr Manning will send one more reminder, then WMA will send a letter if not submitted by Dinner Show. Flowers sold at school Play $91. JH concert donations $236/HS donations $484

Expenses backdrop $451 dinner show ad $72.78 Bunge photo-posters $460..total 983.78

80 posters ordered. Posters Sold out plus posted around town.

Savings: 1,199,90 and Checking: 16,078.36. Total $17, 278.26.

Bills to be paid-accompanists from Solo ensemble. Group discussed increasing amount from $20 per entry to $30 (46 entries at $30=$1480). Erin Eichhorn motioned increased. Seconded by Lori Adamson.

Kinze –has requested wish list of items to consider donating towards. Directors will put a list together. Other donations-John Rotter giving free advertising through Marengo Publishing. JT downed by DM Register so not free.

Website: Will Stotenberg continues to update the site.

Fundraising: Ford Test Drive April 11 9-4:00 is secured for the Ford Test Drive. Dee provided reminder materials to pass out. 10-12 cars will be available to drive. 7-10 minute test drive. Drivers fill out a waiver amd brief questionnaire . All needs to be complete or we do not get credit for test drive. People registering need to follow designated protocol. Students with 5 or greater driver referrals will be entered in drawings for incentives(gift cards, off campus lunch, etc). Dee Culp will attend class to promote event. WMA will sell music items -signs, tshirts, decals. There will be a free will offering bake sale.

Marching Band-Ms. O’Connor reported the Board of Education has approved a contract for a new band director. Will wait to see what she would like to do for various camps and leadership opportunities, as well as drill. No requests were made at this time.

Dinner Show-UNDER THE BIG TOP Theme. Chairs will recruit their own committees instead of having sign ups.

Current ticket sales:

202 Matinee Tickets /203 Dinner Tickets /sack lunches will be needed for 86 kids

Comp tickets for music staff, retirees, JT staff, emcees (2 each).

**Drinks/Serving**-Michelle Malloy will contact directors to tell what she needs . Directors will recruit kids to sign up.

**Food Servers** –Sharon Helt and Erin Eichhorn. Servers are in place.

**Stage-** Tom Jensen will help. Also have Banners to use. Will need a few more parents to assist. Sharon Helt will arrange for help.

**Tables and Decorations**-Dee Culp and Cheryl Lillis. Phil Trimpe will not be able to pick up tables and chairs. Brian Mullinix will do this. Floor covering is needed in gym. Group will begin setting up Friday night using Robert vanDeusen’s floor plan..

**Hallway Decorations**-Katie Berte with Co-Chair Gwendy Ehret. Great ideas from Gwendy! Assistance needed for putting pics on poster board and 6-7 people to help Saturday morning. Directors will send email.

**Food** –Nancy Jacoby has arranged for hog donations. Meyers Grill will prepare ork with Jamaican jerk sauce, cheesy potatoes, salad, roll, (corn will be prepared at school by kitchen staff). Dessert show FCS will make cupcakes served with ice cream. Will be scooped ahead on Thursday night. Squirt bottles for toppings. Kids can have a sandwich too, since there will be plenty of pork for sandwich, chips, drinks. Will check and see if McDonalds will donate parfaits. Will not need kitchen open for matinee. Time for WHS kitchen staff will be reduced. For Dinner Show, kitchen staff will cook the corn and do dishes.

**Publicity and DVD**-Stacia Koppenhafer and Ann Cromwell –have contacted newspapers in Williamsburg and Marengo. Will hang vinyl signs. Poster completed by Marty Bunge. Posters are almost sold out. Extra printing may be needed. If it’s the same price, go ahead and do that. Still need JHIgh Show Choir picture. Directors will take it during practice.

**Ticket Sales-/Seating** -Roni Widmer and Cheryl Lillis. Sold through April 18th

**Lighting and Sound**-Katie Berte consulted with Tom Welsh and reported that gym is not wired right for extra lights we have. Watts are too high. Mrs Berte looked at Aero Rental. Tom Welsh said he would donate rewiring extra light and look into what it would cost to have good light rigging in the gym. There are 7 lights. This would be a complex project and we need to wait until next year. Mrs. Berte will check on Spielman’s. Mrs Berte will call Mr. Kesterson, too. Sound- Tyler Kalina will set it up. Will Stoltenberg and Chris Cromwell will run it.

**Programs**-Brenda Schropp will complete. Make sure to get sponsor names to Brenda by Thursday before show for copying.

Discussed videotaping. Jim Holensbe not available. Possibly, tech team kids can edit and burn the DVDs. Stacia will talk to Veronica Heitmann.

Emcee-Grayson Jones (evening) or Tim Hoffman (afternoon)

Choir- Large Group Contest at Knoxville May 8.

Solo Ensemble Contest: EnHarmony Best of Center and Kate Weldon Best of Center for Flute. Awesome Accompanists.

HS Choir/Band concert combined this spring. May 5. Music Awards presented that night.

Band- No report

Other-Ms O’Connor wondered if directors would like to consider students for a Leadership conference at Applington Parkersburg $25/student. Representatives from all groups would attend from WHS. Directors will determine later.

Music Patron for award to be presented at May concert. Can be a business or an individual. Stacia Koppenhafer will collect names via email and then send an email for voting.

Senior gifts and any band and choir awards were discussed. As voted on last fall with our budget, it was determined these will be paid for by Music Org.

Meeting adjourned at 8:30

Minutes recorded by Sharon Helt

Next Meeting May 7 @7 p.m.

**2014-15 Income**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Month** | **Income** | **Projected** | **Actual** |  |
| August | Tshirt/Yard Sign Sales |  | 750  60 (Ford Test Drive) |  |
| August | WMA Membership Dues |  | 585 (23 families) |  |
| September | Band Photo Buttons |  | 660 (Fall) |  |
| 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 | 0 | 2000 |  |
| December | Grand Concert Bake Sale |  | 1498 |  |
| December | Grand Concert Free Will Offering |  | 460 |  |
| TBD | Talent Show Ticket Sales | 1500 | Postponed 0 |  |
| February | Show Choir Fees | 5200 | 4000 (April 40 of 52) |  |
| February | Show Choir Photo Buttons | 500 | 280 |  |
| March | Spring Play Flower Sales/Bake Sale | 300 | 91 |  |
|  | Free Will Offering @ J High and HS Concerts | 2500 | December: 285 and 453  March 236 and 484 |  |
| April | Ford Test Drive | 2000 | 419 Bake Sale  # Drivers x $20= |  |
| April | Rummage Sale | 1000 | Postponed 0 |  |
| April | Show Choir Kids Clinic (5/6 grade) | 200 | Postponed 0 |  |
| April | Dinner Show | 6000 | Donations  Profits from Ticket Sales |  |
|  | Donations |  | 100 (Feb for plume case) |  |
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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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