

Foxboro Music Association

Meeting Minutes

Monday October 3, 2016

Meeting began at 7:32 PM

Attendees: Carl Anderson, Dale Anderson, Tammy Ciora, Tricia Conlon, Karen Connolly, Joanna Eva, Michelle Gardner, Mr. Glynn, Darlene Groves, Liz Hall, Scott Hall, Jennifer Hoyt, Michelle Kenney, Mr. Massey, Donna McAuliffe, Julia Metivier, Nancy Morrison, Rose Morrison, Sheila Peterson, Patti Prevost, Dorothy Relyea, Shannon SanBento, Meaghan Scollins, Lynne Silver, Amy Spognardi, Kim Vacheron, Michelle Walsh, Mary Waters, Karen Wheatley,

Secretary's Report- Jenn Hoyt had emailed the minutes from the September meeting and had copies at this meeting. There were no changes to the minutes. Meaghan Scollins made a motion to approve the minutes, Tricia Conlon seconded and they were approved unanimously.

Treasurers Report & Budget- Meaghan Scollins had copies of the proposed budget. She said most of the budget was based on prior year numbers with a few adjustments based on experience. She said that if the budget is approved as is we will be short by about \$2,400, but she said that she underestimated expected revenue.

Sheila asked for clarification on how income is the revenue was underestimated. Meghan explained that with a new fundraiser (Meadow Farms) we have no idea what to expect. There were two fundraisers last year (Baking with Joy and the Holiday Wreath Fundraiser) that will not be done last year. Meaghan also said that sponsorships last year were really high. Some sponsorships received last year were out of the ordinary. Prior students donated to sponsorship. Memorial donations were made. We might not receive this year. But we have already gotten several matching funds (State Street, etc.). Sponsorships are key for the budget to work. Even so, Meaghan doesn't want to overinflate the numbers. Better to go conservative. So instead of using the high number from last year she averaged the previous two years.

On the expense side Meaghan stated that for expenses last year we approved entire teacher wish list. That could impact bottom line. Another item that could effect expenses would be food. The FMA should work on getting donations for food when food is needed.

Since Meaghan completed the budget we now have the bottle and can drive information. The check for the Bottle and Can Drive came in much lower than anticipated. Budget is \$1,300. The check received was \$800. Expenses were \$400. So the net cleared was only about \$400. (See below for Bottle and Can Drive).

The check for Finish at the Fifty has still not arrived. Per Dale it will be about \$1600 when it does and it is included in the budget.

Meaghan will adjust bottle and can drive and sponsorship line items to reflect the actual. With the proposed changes Kim Vacheron moved to accept the budget. Tricia Conlon seconded and it was unanimously approved.

Grants - Meaghan has started the application for the Cultural Council grant. She said that the Application hasn't changed from prior years. She has prior applications that Dale submitted. Meaghan will meet 10/17 deadline with no problem. The FMA hasn't requested

a grant from the cultural council in 3-4 years. We will be asking for \$1725 to cover expenses for the Jazz Symposium. In the past the grants received have been less than requested, but we should hopefully at least get something.

Karen Wheatley brought up the possibility of getting a grant from Partners in Patriotism towards the expense of renting the chairs for Bandorama. Michelle Gardner is on the committee. She said that the committee likes to pay specific bills, rather than anticipated expenses. Meaghan will submit a bill to them for the \$1100 for chairs. Partners in Patriotism meets the last Monday of the month.

Steve Massey's Report - Mr. Massey introduced everyone to Bobby Glynn. Mr. Glynn is replacing Ted Hagarty. Mr. Glynn then introduced himself. Went to UMass and Boston Conservatory. He student taught with Ted Hagarty. He then taught in Bellingham for 4 years. Last year taught in Pepperell. Mr. Glynn is teaching what Mr. Hagarty taught (band, orchestra, general music, lessons).

Mr. Massey has guest passes for concerts. He will be mailing them out this week to all families. There are eleven concerts on series.

Mr. Massey sent website for tickets for Army Field Band concert to all on his email list. He urged all to go to site and download tickets. Only four tickets can be ordered per email address, but he has more if people need them.

Mr. Massey then talked about the US Army Band concert. He said that anyone wishing to attend must have a ticket. This is the top US Army Band and Soldier's chorus. He has some posters to give out and asked for help promoting on social media. He mentioned that students will be involved with some setup and some students will actually play with the band. The last concert drew 2,000 people. Last time the FMA provided light lunch, but it is not required. If agreed the FMA would feed 75-100 people. Tricia Conlon moved to fund the luncheon and to submit a grant proposal to Partners in Patriotism. Lynne Silver seconded. All approved. Meaghan agreed to submit the grant proposal.

Finally Mr. Massey spoke about the music teacher wish lists. He received proposals from music staff members. The list is as follows:

1. Annual Fall Jazz Concert (jazz bands and jazz choirs) - November 10th - Guest Artist Marcus Printup from the Lincoln Center Jazz Orchestra (\$700.00 plus train fare) - requested by Mr. Massey and Mr. Raymond
2. Possible String Orchestra Commission project in the Spring of 2017. New commissioned work and composer in residence. Estimate \$2,000.00 - requested by Ms. Tedoldi
3. Annual Jazz Symposium (4 school collaboration) - January 28, 2017 - \$500.00 for artists and \$200.00 for dinner - requested by Mr. Massey
4. Two elementary school assemblies (Igo and Burrell) on Music Technology and composition with Brent Daniels (www.academicentertainment.com/musictech for more info on program) - \$1,300.00 - requested by Ms. Kerner
5. Concert/Jazz Choir Master Classes at FHS and Ahern (two clinicians) - Dates TBD: \$300.00 for each guest clinician - requested by Mr. Raymond
6. Brass Quintet performances and Brass Master classes at FHS and Ahern - Dates TBD: \$1,600.00 - requested by Mr. Massey

Also on the list was a project that is already an FMA sponsored event - the Annual FMA Jazz Fest - May 10, 2017 - approx \$800 plus expenses. The FMA receives all of the ticket sale income from this event. This is the only concert sponsored by the FMA.

Per Meaghan Scollins item #1 (the Fall Jazz Concert) and #3 (the Annual Jazz Symposium) are already budgeted for, as is the FMA Jazz Fest in May. It was agreed that it has been a long time since a piece has been commissioned for the orchestra. Mr. Massey said that the other events are all speculative. He will ask the staff to come back with more details next month.

Student Reps- The student reps have already asked all seniors for senior pictures for the video to be shown at the end of year potluck. Neil Kaeser needs all photos by the first of the year. It was agreed that the student reps would set the deadline as 12/1. Pictures can be any size, even wallet. Meaghan Scollins asked when senior buttons would be completed and was told that they should be ready by homecoming. When asked about sweatshirt orders Dale said that they should be handed out later in the week.

Bottle and Can Drive wrap up - Shannon SanBento said that the bottle and can drive made less than prior years (see budget info above). Part of the reason might be that the lawn signs were not out. The signs are printed with "town hall" on them and since the event was held at the Igo school they couldn't be used. The location of the Igo school might have also been a factor since it wasn't as visible. After expenses the Bottle and Can drive cleared about \$400.

Yankee Candle & Meadow Farms Fundraiser- Kick off for both is 10/21. Michelle Kenney passed out Meadow Farms catalogues to look at. Dale had a few Yankee Candle catalogues and has more at home if they are needed. The link for both will be sent out closer to date. Both fundraisers will run the same dates, 10/21-11/4. For Meadow Farms-each student registers and gets a number and then orders are placed online with the student number. Yankee Candle just has one number. There is no student involvement. Michelle will see if Meadow Farms can be done similarly to Yankee Candle (without student involvement) before sending out the link.

Sponsorships- Katherine Udden and Michelle Walsh have met once. They want to send sponsorship mailing out mid to late October. They will order a box of envelopes from Pleasant Printing.

Other fundraising - Adrienne Jacobson had her company make out new magnets. The magnet is smaller than old magnet. A color was chosen at the meeting for the yellow on the magnet and 250 were ordered. Dale then showed a sample cutting board as another item to be sold. After some discussion it was decided that the majority would prefer to have blankets instead of cutting boards. Dale will ask Adrienne about FMA blanket orders.

Cookout for FHS B/C/O & 8th grade B/C/O 10/21 - Carl Anderson said that a sign up genius is ready to go. One clarification from last month's meeting is that volunteers supply water, not FMA. The only issue Carl has had in the past is getting grills lined up in advance. He needs 2-3 more grills. Extra cooks would help too. Carl said that in the past when sign up genius has been used that everything is filled up in 2-3 days. He suggested that volunteers only sign up for one thing initially and then check back in a week or so and sign up for more if they want. Others might be willing to sign up too and might feel left out if things fill up too fast.

By-Laws- Jenn revised the bylaws that hadn't been revised since 1980. When reviewing them Karen Connolly brought up fact that organization is not incorporated. While the FMA is a 501(c)3 it is not an incorporated organization under the Massachusetts Secretary of State.

It was agreed to table the by-law discussion and look into the dos and don'ts of incorporation.

Publicity & Volunteers- Sheila said that water for the Marching Band football games is all set. When she said that the FMA still need chairperson for MICCA Amy Spognardi and Liz Hall agreed to co-chair

Sheila put a post on FB asking for volunteers for cable access. Neil Kaiser sends an email out monthly with events. Sheila said signing up to be on the email list doesn't mean you've committed to anything yet. But cable access does need 6-8 people for each concert so more volunteers are needed.

Upcoming Fall Events

- Football Games: 10/7 & 10/21 (Cookout @ Ahern) & 11/4 - Games after 10/21 are playoff games.
- FHS Voices and Strings Concert 10/27 at 7:00PM
- U.S. Army Field Band FHS Gym 2:00 PM
- Fall Jazz Concert 11/20 @7:00 PM FHS
- Senior District Auditions 11/19 @KP
- Thanksgiving Day Game 11/24 @Mansfield 10:00 AM
- Yankee Candle Fundraiser kick off 10/21
- US Army Field Band 10/30 in the FHS Gym at 2:00 pm.

Next Meeting November 14th @7:30 pm

Respectfully Submitted,

Jennifer L. Hoyt

Adjourned at 8:51 PM