

**Norwood PMA Meeting Minutes for April 14, 2010**  
**Meeting Commenced at 7:04**

**In attendance:** Kelleigh Moulton, Carmel Kerrigan, Kate Schick, Jack Muller, Paula St Cyr, Lorraine O'Connor, Wanda Wood, Elizabeth Gassoway, Brenda Farulla, Terry MacDonald, Dotty Cronan, Karen Mueller, Dave Mueller, Donna Martin, Nina Kelley, Ed DeJesus, Cathy Connor-Moen

**I. Call to Order**

**II. Opening/Welcome**

**III. Reports of Officers & Committees**

**a. Secretary:** approve amended Jan, Feb and approve March minutes. Paula requests Mar be amended with her absence. Dotty makes motion to accept the minutes with the Mar minutes being amended as requested. Motion accepted.

**b. Treasurer:** Outstanding receivables-Stoughton Band, Town for MB truck, Wellesley, Boston Latin and Westwood.

Approx 10K at Dedham Savings, about 22K at NE Annuities-can bring that over to Dedham-hates to move it as it earns 3%

Need to take a hard look at our finances.

Carmel makes motion to accept Treasurers report....Lorraine seconds motion carried  
Liz questions why Choral Classic isn't reflected-Jack states money came in after the 31st.

**c. Ways and Means:** Paula states the Chateau fundraiser earned \$550.62

The Car wash is scheduled for May 22nd volunteers needed.

**d. Vice President:** Carmel has the ballads...thanks Dotty and Kate :

President-Kelleigh Moulton, Vice President-Carmel Kerrigan, Ways & Means-Kate Schick, Treasurer-Dave Mueller, Secretary-open. Openings for committees as well currently working to fill these positions.

**e. Cathy Pops Night-** is now Wed May 12th at CMS Auditorium-we can change the name to a Scholarship Concert. Wanda asked if we considered the Sheraton-there would be the cost to consider as well as equipment moves. Jazz Night & Awards Banquet swapped nights.

**f. President:** Kelleigh-Sr Awards Banquet April 29th @ the Elks, Elks and caterer booked, letters went out as soon as addresses were received.

Music Camp: come back too.

Jazz Night-Tues Apr 27th @ the Sheraton, Donna looking for help hall access at 2pm  
Pops-CMS aud ticket sales at the door, 50/50, stage crew..have doors open at a set time  
ticket price \$8 per ticket.

Pops Night will be the May meeting.

Music Camp Budget- Kelleigh stressed we need to know a budget.

how many kids-costs and expenses. This needs to be reviewed before going to the kids with a price increase.

Marching Band Meeting cancelled for Thurs. 4/15

**g. MICCA Choral Coordinator:** Paula-went successful, lge amounts of volunteers compliments to Wanda and Beth from the custodians. Thanks to all who helped.

Kelleigh said all did a great job...Donna stated hard to keep track of stamps from other sites. Dotty said save your program to use @ other venues.

Wanda-great weekend, profit \$2700, had great help, meal tickets for students & help.

**h.SHS Coordinator:** Kate-Instrumental Classic went smoothly, door made \$1230

**i. SHS Choral Coordinator:** Liz -Choral Classic \$1225

Stars @ Symphony is Sat the 15th

Acapella Concert is May 2nd @ 2pm Newbury Comics

Fri. Night Apr 30th @ Gillette Jazz Choir and Acabella as well as Jazz Ensemble  
Liz has decided to step down from the board-expressed concerns regarding Trivia Night student raffle and how the board is run. Discussion ensued and Carmel explained how the raffle was handled and that all financial information regarding same was submitted to the treasurer with no hidden agenda.

Paula St Cyr has also decided to step down from the board for the same reasons. Cathy expressed that we need to respect each other and remember that we are all working towards the same goal.

**Due to many side conversations some content and/or verbatim statements may have been missed by the Secretary.**

**j. Webmaster:** Terry- event broadcast can be done on constant contact -email blast. Let Terry know.

Donna asked if info is pulled from Ed's emails.

Kelleigh states coordinator of event should get with Terry so there is no confusion.

Brenda added that requests to Terry should always be copied to the President.

Terry added that if you have a PMA email address linked to home email to remember to clean out PMA box-going forward just use home email address.

Website changes-look at the website maybe update the pictures.

**k. Trip Coordinator:** Brenda has checks for Jack, 2 checks not turned in.

need a check for incidentals for the trip-will keep receipts.

Beth is working on health forms.

documentation is in order.

**l. Director of Fine Arts:** Cathy-Florida Trip

departing on Sun- being bussed from the school to Logan workshops scheduled.

performances scheduled in Downtown Disney.

kids will also have time in the parks.

returning on Thurs. there is a 5hr layover in Cleveland.

\$25 round trip baggage fee-Brenda is collecting this fee the 1st day.

have to pay for 5 instruments going down-requesting \$280 to cover this round trip fee.

renting 2 cellos and 1 string bass-requesting \$280 check payable to Walt Disney to cover rental.

Jack made a motion to move \$1000 from the general fund to the trip fund, Carmel seconded-motion accepted.

Cathy states no car rental needed, tips & gratuities are included

Disney is supplying us with a cell# for emergencies, this number will be distributed.

Dotty inquired about the emergency chain- are we doing this?

Brenda states a spread sheet was given to Jack.

Kelleigh will make a sheet and we will make calls if needed.

#### **IV. Announcements**

##### **V. Meeting Adjourned**

#### **\*\*\*Upcoming Events\*\*\***

4/15 Elementary Honor Concert

4/18 Disney Trip

4/29 Jazz Night at Four Points

5/6 MAJE Jr. High Festival

5/13 Pops Night

4/16 CMS Jazz Elementary Honor Concert

4/27 Senior Awards Banquet

5/3-5/6 Elementary Spring Concerts

5/7 Great East Festival

5/22 Car Wash

**Respectfully Submitted by Kate Schick-Secretary**

**Please email for any corrections Kate Schick @ [kschick@norwoodlight.com](mailto:kschick@norwoodlight.com)**

