

Norwood Parents Music Association Meeting Norwood HS 9/12/07

Call to order @ 7:05 pm

Attendance: Terry MacDonald, Fran Rush, Dotty Cronan, Brenda Farulla, Kelleigh Moulton, Cathy Moen, Chuck Moulton, Jack Muller, Ed DeJesus, Steve Conant, Carmel Kerrigan, Beth Maloney, Marcia Notarangelo, MaryEllen Dondero, Kate Schick, Donna Martin, Lorraine O'Connor, Deb Cronan, Steve Conant, Bob Howe, Leah Howe

I. Call to order

II. Opening

a. welcome/introductions

III. Report of Officers & Committees

a. Secretary: Approval of June 2007 minutes accepted and filed.

b. Treasurer: Jack's review of tax returns with accountant. Bank statements reviewed. Jack will close out '07 & give final report next week 9/19/07. Jack will also look at the annuity to see if it can be changed to yield more. Motion to table the treasurer's report until next week : accepted.

c. Vice President: no report

d. Ways & Means:

i. Norwood Day: worker schedule set.

ii. Jimmy/Jenny: Tickets will be on sale at Norwood Day. Silent Auction items are still coming in.

iii. Sponsorships: letters have been sent out. Music parents will be approached first. 375 parents in the database. Parents on the board have not received a letter yet. Ed will look into the database and report back.

iv. Cheesecake: Pat Aronson will take this on again this year. Maybe one other person to help.

e. Fine Arts Director: Norwood Day activities. Marching Band will march and the Madrigals will perform at 10am. Pippin cast will perform on the Common.

Changes in the music curriculum are affecting teachers in many ways. Instrumental teachers will be traveling to more than one school. How can we make parents aware of these changes and what they mean to the music Ed. Dept. Leah and Carmel will head an advocacy group to help make parents aware of the cuts and to see what can be done. There is a surplus of \$400,000 from old teacher positions (have left the system). This money is not coming back to music.

f. Standing Committees:

1. Data Base:

2. Publicity:

3. Webmaster:

4. SHS Perf. Coord.

5. SHS Jazz Band Coord:

6. SHS Marching Band Coord: MB accessory fund money for color guard.

Motion made to table this discussion to next meeting 9/19 when a treasurers' report is available. Accepted.

10 bands are registered for the MB Classic. Steve will invite B.U. MB for exhibition.

MB pre-view show 9/30. TBA

7. SHS Perf. Coord. Choral: Working on King Richard's Faire 10/7/07 performance. Madrigal Banquet ticket prices will go up. Request made

for materials for Madrigal pants for the boys. Need \$\$\$ from PMA. Leah

will propose a budget for these items. Fran proposed to put a supply needs list on the website: board agreed.

8. CMS Perf. Coord. Instr.:

9. CMS Perf. Coord. Choral:

g. Special Committees:

1. Marching Band Classic: Lorraine & Kelleigh will get through plans for arranging. Checking into getting the "Outback Restaurant" for food. Need to arrange permits and police details.

2. Special Fund Raising:

3. Trip Coordinator:

4. Camp Coordinator:

5. Hospitality: Will coordinate with MB Classic coordinators. Terry will once again invite the NHS Football team and cheerleaders as our guests to the classic in support of the MB.

Pre-season show/picnic will be worked on with Terry. Letter to be sent home with the kids re: food items and help. Discussion for donation letter lead into talk about letterhead & new music logo. Motion made to keep traditional PMA letterhead for one year: motion withdrawn. This discussion will be tabled to next week's meeting 9/19/07. Anyone can submit a change in the letterhead for later discussion.

V. Unfinished Business:

a. Music Camp: 102 students attended. Counselors were fabulous. Financial report will be submitted 9/19/07.

b. Golf Tournament: Greg will present 9/19/07.

C: Alumni group: Jackie unable to attend. Would like to set up a line item with PMA for donations until they establish their own budget and accounts. Cathy would like them to get in touch with the Fine Arts dept. Jack has offered to help them set up a tax-free exempt number.

Discussion re: explanation of what the Alumni Choir is. They are a performing group that performs and accepts donations that are used to pay for their accompaniment and for the place where they perform (church).

Motion made to table alumni group discussion for next meeting: accepted.

VI. New Business:

President's Remarks:

1. still need help with instrumental sign-ups at grammar schools.

2. next meeting 9/19/07.

VII. Announcements: Request by Brenda asking for a Presidential table @ events such as Jazz night & Pop's night whereby she can invite designated guests ie: sponsors. Motion made for presidential table for those two events: approved.

VIII. Adjournment: 9pm

Please e-mail me with any corrections @ tmacdonald@norwoodpma.org

Respectfully submitted,
Terry MacDonald
Norwood PMA Secretary

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Attendance: Terry MacDonald, Brenda Farulla, Jackie Martin, Fran Rush, Dotty Cronan, Jack Muller, Catherine Moen, Donna Martin, Lorraine O'Connor, Steve Conant, Elizabeth Gasssoway, Kate Schick, Carmel Kerrigan, Deb Cronan, Bob Howe, Leah McKinnon-Howe

I. Call to order @ 7:05p

II. Opening:

- welcome:
- no parking in gated area of parking lot.
- Try to stick to agenda
- Limit side conversations
- If you need to address board, please raise hand
- Please contact Brenda if you want an item on the agenda and if you can't make a meeting and have something to report.
- Chairpersons should fill out appropriate green sheets and be ready to give report by the next meeting or reasonable time frame.

III. Reports of officers and committees

a. Secretary: Motion made to combine last week's and this meeting's minutes and post @ end of month: accepted.

b. Treasurer: Report explained by Jack. Sept.1, 06 - Aug.30, 07. Anyone needing info: regarding any function costs please call Jack and he will run a PDF report for the function cost. New England Annuities contract will be looked at by Jack & Peter Strano for re-discussion or re-negotiation of annuity for better interest yield. Motion to file treasurer's report - accepted.

c. Vice President: no report

d. Ways & Means:

i. thank you for all the Norwood Day help. \$475 made by sales of clings, [umbrellas (\$20 each)], etc. negative comments on buttons: language not appropriate.

ii. Jimmy/Jenny: Still need silent auction items: need help that evening for set-up. Ed needs help with putting up posters. Tables being booked. Ad will be resubmitted to the Transcript. Noted on NPA.

iii. Cheesecake: handled by Pat Aronson.

e. Fine Arts Director: lesson program being organized. Teachers are working on student database.

f. Standing Committees:

i. SHS MB: pre-season show schedule will be done by Saturday.

g. Special Committees:

1. Marching Band Classic: Permits being sought. Organize helpers soon. Sponsors being sought. Terry asked ??? .

2. Hospitality: donation/coupons/gift certificates will be solicited. Band Families will be asked for baked goods.

An Emcee for show being worked on. Ensure that a thank you to sponsors is sent. Use PA system/website/Norwood bulletin.

IV. Unfinished Business:

a. music camp: \$313.19 in the black. Saved money on truck drivers by having parents drive. Decreased costs by ~\$1000.00 by not pre-buying food/snacks for counselors. Instead, made daily shopping trip in Maine for only what was needed.

Request to estimate camp costs for 2008 by December '07. ?? increase camp fee.
Get receipts in early.

b. Golf Tournament: Greg thanked the golf committee and volunteers.
Only 49 golfers. Total revenues \$13,695.00. Some postage costs still to be
submitted. Net Gain: \$6200.00.

Corporations need more advanced notice - approach them by December.

Gregg made a motion to set-up Golf Committee for 2008: accepted.

c. Alumni Group: Jackie Martin - coordinator. Focusing on building an e-
mail list, They have a PO Box. They are looking at getting a bank account for
donations. They want to raise money and earmark it for specific events. Goal is
to support the music program. They also had a tent at Norwood Day.

d. Margaret Lambert: Do we want to participate in a fundraiser? She would
donate a portion of her business to PMA for a particular month.

Motion made to thank Margaret for her offer and suggest that she be part of our
sponsorship drive/sponsor letter: motion accepted.

V. New Business:

a. President's Remarks: Thank you notes from Alisha Cooper and Kim McHugh for
scholarships. Thank you to all helpers with instrumental sign-ups.

VII. Announcements: May 1st is set for Jazz night @ the Sheraton. We are being
charged \$400 (savings of \$600). Can we link their site to PMA site? A letter
will be formulated to send to Concannon's to thank them for all the years that
we held Jazz night there.

VIII. Adjournment @ 8:50pm

Please e-mail me with any corrections @ tmacdonald@norwoodpma.org

Respectfully submitted,

Terry MacDonald

Norwood PMA Secretary