

Norwood PMA Minutes for January 13, 2010
Meeting Commenced at 7:07 pm

In attendance: Kelleigh Moulton, Carmel Kerrigan, Paula St Cyr, Jack Muller, Kate Schick, Wanda Wood, Terry MacDonald, Dotty Cronan, Maria Muller, Nina Kelley, John Kelley, Brenda Farulla, Beth Maloney, Karen Mueller, Dave Mueller, Ed DeJesus, Donna Martin, Cathy Moen

I. Call to Order

II. Opening/Welcome

III. Reports of Officers & Committees

a. Secretary: November and December minutes accepted.

b. Treasurer: December report is cumulative from Nov. Question of a check to the Elks that Brenda stated was incorrect in the amnt of \$75 ck was voided and given to Kelleigh. Jack lists the check as outstanding doesn't have the check back...it is voided in quick books. Motion made to accept the treasurers report-accepted and filed.

c. Vice President-nothing to report.

d. Ways & Means: Paula reports trivia night flyers have been distributed to HS and middle school, currently 8 teams. Raffle tickets have been distributed. Cathy asked if students turn in raffle tickets and money are we keeping track and making sure it matches-tickets sold to money collected. Carmel responded that a spread sheet is compiled as tickets & money is turned in.

Chateau night is booked for March 10th. Carmel asked if we will hold our meeting there? Kelleigh said we will and that the room off to the side is all set.

e. SHS Jazz Coordinator: Donna states the Jazz Classic is Feb 11th and she is need of help. Needs to know how many bands-Cathy states 8 at the present time, 2 of 4 judges are in place. Hospitality-sell pizza candy & soda, Wanda will be away and Beth states she will handle it. 1st band arrives @ 2pm. Brenda will take care of the judges room. Donna plans to ask Bernie Cooper to handle bus parking. Need volunteers for admissions, registrations, student volunteers for hosting. Will need 2 cash boxes...1 for the door 1 for hospitality. Admissions Cathy recommends 1 set price of \$5. Kelleigh to shadow Brenda. Bob Howe unable to record Beth to ask her husband to see if he can do it. Need to check on the amount of CD's we have and possibly purchase more. Cathy to arrange for Steve Eosco to announce.

Need to cover lunch during school vacation week for jazz camp-usually at the Venice.

f. SHS Choral Coordinator: Liz not present...Brenda reporting. Madrigal Celtic String tour went well. Lunch was had at Lewis' with double the amount of people and they still only charged us \$100. Madrigals sang for the patrons on the way out of the restaurant. Feb 7th Sound Effects & Acapella performing @ the Chestnut Hill Mall for open mike night. Mar 22nd open mike night @ Newbury Comics in the works as well. Acapella night concert is Mar 12th they are meeting on Mar 10th. Question for Cathy regarding UNH & Jazz Choir if they move on from festival play it coincides with UNH-Cathy responds that she plans to register them anyway and cross that bridge when we get there. Waiting to hear from Laura Doyle as to CMS Jazz going to

UNH.

g. Marching Band Coordinator: Maria reminds everyone that the MB pizza party is Feb 5th. Terry has put it on the website. Maria has emailed & gotten volunteers for the party. Kelleigh has water to donate to the party. The cost of the party is \$5 per student. Flyers are being printed for Steve to hand out. Still waiting to hear from Bob to DJ. Dotty asked if the kids are getting certificates & pins. Cathy hasn't received a picture as of yet. Karen asked if extra pins were ordered as some students from last year didn't get pins. Maria discussed with Paula about having recognition for seniors since music camp was cut short. Paula is handling this.

Jack asked Cathy about the bill he received for the 4 medals that were given to the knights that were inducted at the banquet, there was a \$15 rush charge. Wanted to know if it is something we can order and keep in inventory. Cathy said no they are imprinted with the date.

h. CMS Instrumental Coordinator: Nina-3 concerts went well the Principal and the headmasters very supportive. Gave the 6th grade concert night to the PTO for merchandise as a good faith gesture. Asked about Jazz coordinator for the CMS as she doesn't have a child in jazz at the middle school. Carmel, Kate, and Kelleigh to take over.

i. CMS Choral Coordinator: Lorraine not present.

Providence Bruins is Feb 7th. Beth states that shirts are all done and taken care of. Carmel asked if the students pay for their tickets and they do.

j. President: Kelleigh states that the Music Semi is on Jan 22nd-Butter Café is doing the catering. They bought out Fresh Start. There will be a member of the Elks behind the bar serving soda...Vincent Kerrigan. Tickets are still on sale, volunteers are in place. Jack and Dotty had brought up printing at the last meeting, Cathy was going to look into getting the tickets done for free thru the tech prgm she is using them for something else. Norwood printing is expensive \$25-\$30 with set up charges added. Cathy requested a copy of the invoices as she was quoted \$25-\$30 with no mention of additional set up charges. Donna states Nick said buying tickets was difficult. Cathy's secretary is only with her part-time and then shared with the athletic dept. Beth states that back stage boosters has done tickets at Kinko's and no set up fee is charged. Brenda states even with Vinny working the bar we still need pitchers of soda. Cathy states 200 tickets were printed. Maria asked if this event is open to CMS students, it is open to the CMS marching band students. Maria also asked if we have to anticipate the printing cost every year. Karen stated that a lot of people are unaware of the semi as no announcements were made. Dotty said in past years there was a meeting in Oct with Cathy & the president of different ensembles where they discussed the music semi and the kids got the word out about tickets, the menu etc. Jack suggests an email blast to get volunteers.

k. Director of Fine Arts: Cathy has received transcripts from some students for their scholarship money. One student has moved and she needs to get a current address. She has an invoice for Kristi Sailings hours needs to be paid to Norwood Music revolving fund. The 1st semester was \$881 which is under the \$5000 we agreed to cover. She let everyone know that the PMA picked up the tab.

Florida Trip: there are 62 spots, 1 student has cancelled. Flying out of Boston to Baltimore with a 2hr layover then to Orlando. Coming hme there is a 2 hr layover

in Cleveland then on to Boston. Everyone is flying together and there were no direct flights. Tapes are being put together to be sent to Disney. Still waiting on costs on the larger instruments going down. They are 2 people over for the bus and will need a rental car. Still chasing 2nd deposits. The final deposits is due in Feb. Final itinerary is not complete, needs room lists. Chaperones are as follows: Brenda Trip Coordinator Beth Maloney-Nurse, Cathy, Steve, Ashley, Kat O'Toole, Chris Martin. Asking to add John Kelley to the list of chaperones at the expense of the PMA. Maria states that she doesn't understand why we need 8 chaperones for 55 students. Much discussion and debate over funds and money to be spent on the trip ensued. Kelleigh added that Chris Martin adds another male chaperone and he is an instructor and this is beneficial. Maria feels that the PMA shouldn't foot the bill for rooming charges for quads versus doubles etc, feels the students should absorb the cost, doesn't have a problem with the chaperones. Cathy states there is an even number of quads for the girls but an odd number for the boys. The air tax is \$60 per person. Brenda asks if Maria's concern is due to the money going over the line item in the budget. As with any trip there are always extra costs for incidentals. Maria asks why we didn't use this \$10-12k that has been sitting for 2 yrs two years ago. Cathy states the money was there to pay for chaperones and a child shouldn't be penalized for playing a bigger instrument. Terry added if it was her child on this trip she would want the ratio of chaperones to kids as perfect as possible. The teachers and the nurse have a huge responsibility. People taking these kids on their own vacation time need to feel we support them. Carmel states that tax was figured in trying to establish what the PMA is paying for: the charges for the instruments-PMA, food is included lunch is on the students own, room costs-PMA, car rental-PMA, chaperones-PMA, tips-PMA, buses-PMA. Brenda asked if we know of all medical issues and if the adults were in double rooms. Kelleigh needs a rooming list to be able to determine and handle all costs. Brenda asked if she is the Trip Coordinator does she have to technically go over this with the PMA? The event is different than a line item. Maria has a deep concern over the costs of the chaperones and going over--where is the money going to come from? Kelleigh understands-disagrees with the fund wiping out-it's the money that's been there and we haven't actively fund raised for this line item. How do we fill it back up? MB classic used to fund the trip fund and now we are covering camp deficits with it. Beth makes a motion to allow 8 chaperones to go on the trip, seconded by Wanda. Dave and Karen both opposed the motion. Maria and Jack both left before the vote. Motion carried and was accepted. Karen states that if it's a music trip put a % in place that so many kids have to go. Kelleigh states it's a school trip and the money in the trip fund supports it. Brenda states if you start trying to put a % on trips you will never get it to come out right. Wanda states we are everyone together not individual groups, the FL trip is bad timing but what is a good time? She is happy the music department got to a level that we offered it to every music student. Dotty added that the trip fund originally was 1 trip taken in your high school career, by doing that everyone was invited to go and it allowed you to fundraise for 3 yrs When you bring in more trips on an old system it doesn't work and the money is depleted. Carmel adds that we need to get in the habit of setting goals for fund-raising and where it will go.

IV. New Business

V. Announcements: Kelleigh added Senior Districts came and went and they were wonderful.

VI. Meeting Adjourned

****Upcoming Events****

1/22/10 Snowflake Ball (Winter Semi)	1/29/10 PMA Trivia Night
1/30/10 All State Auditions	2/5/10 MB Pizza Party
2/7/10 CMS Honors Chorus @ Prov. Bruins	
2/11/10 Jazz Classic	2/16-2/19 NHS Jazz Camp

Respectfully Submitted by Kate Schick-Secretary

Please email for any corrections Kate Schick @ kschick@norwoodlight.com