

Association of Music Parent (AMP) Board Meeting Agenda **August 8, 2018 (Orchestra/Choir Room at GBW)**

Attendance: Nicole Krueger, Cherri Z. Morawski, Susan Blatt, William Ortega, Amy Raczka, Gilbert Goodman, Amy Goodman, Jon Walsh, Aniello Barone, Andy Jeffrey, Sharon Creaser, Barri Maaske, Heidi Hoppe, Katie Cairns, Jodi Baltimore, Janet Wuertzer, Wendy Garland, Jennifer Pembroke Johnson, Channing Johnson, Mary LaVaque, Kim Laird, Jeff Laird, Sherry Scheller, Ginna Nemec, Betsy Talbott

1. Call to Order—Presidents Kim and Jeff Laird @ 7:11pm
2. Review and approval of minutes from the last board meeting of AMP (May 23, 2018). Approved by Amy Goodman; seconded by Jodi Baltimore.

Presidents' Report—Jeff and Kim Laird. Kim noted that the VPs will launch the audit again this year, and we need to identify a new VP for orchestra, as Lynne Morris is stepping down. The audit is an internal one and has 2 members in addition to the VPs. We have been looking for a committee head to guide the process to make sure that we are meeting deadlines. We have a google doc for a checklist of the process.

Kim: Would anyone will be willing to chair that committee, to serve in a leadership role? Barri Maaske has agreed to serve on the committee along with Sharon Creaser.

Kim and Jeff noted that they will prepare a welcome letter for AMP parents to distribute one week prior to the curtainraiser with this year's budget included. AMP will also distribute a handout at the door with a repeat of the welcome letter and a bar code which links to the website. Mr. Walsh will print. The letter also contains fundraising information.

3. **Vice Presidents' Report**— Susan Blatt: no report (band camp updates will follow) and Amy Raczka: no report. VP orchestra = open position.
4. **Orchestra Director's Report**—Bill Ortega: This week we have had orchestra camp. We rehearsed for 1 hour and enjoyed social activities. Freshmen went to breakfast with senior members at the Glen Oak. Boosters purchased replacement strings, and students are changing the strings. Orchestra presidents are Tim Holman and Amy White; conductors are Tim Holman and Marina A. First week of school kids play for Mr. Ortega, with membership in honors strings TBD. Musical this year is Guys and Dolls with full orchestra. ILMEA auditions are Tuesday Oct. 2nd. D87 orchestra fest:

This year will consist of a clinic session at Glenbard South during the day with no evening concert. Orchestra fall concert will be GBW only on Sept. 27.

5. **Choir Director's Report**—Andy Jeffrey: Student teacher from Wheaton College will be joining us this fall! Welcome to Aniello Barone. We have had the first meeting with the choir board this year (we have a large board). BBQ on Aug. 24 @ 4pm (TBD--maybe at Lake Ellyn Park). In Sept., D87 men's festival; additional fall festivals are at Carthage College, NIU, and one other (TBA).
6. **Band Director's Report**—Jon Walsh: Wonderful, hot 4th of July. Thanks to Sharon Creaser for organizing the volunteers. Successful band camp at Whitewater, with the theme this year being "At the Movies." We have learned all the tunes already and no two Saturdays will be the same! Thanks to Sharon and Janet Wuertzer for your leadership of the chaperones at band camp. Sharon asked that we thank and recognize **all** of the chaperones. Senior day is Sat. Sept. 8: first home football game. Line up with your senior and escort him/her through the tunnel prior to the game. Uniform fittings are underway! Thanks to all of the parents who are helping out. Marching band picture is Aug. 20; parent show is Aug. 21. First home FB game is Sept. 8. College band day is Sept. 15 at Western Michigan.
7. **Corporate Treasurer's Report**—Channing Johnson: Highlights: \$5,000 over our budget on fundraising; Scrips was also over the budgeted amount. Good year for AMP! Total \$3,100 over our budget. Uniforms were under-budget, so we used the balance to buy a new podium and plumes. Ended over-budget overall. Someone will be working on this year's budget (Channing and Mr. Walsh), with a vote on the proposed budget at the curtainraiser. Ginna will post the new budget one week in advance of the curtainraiser. (Note: AMP purchased 4 new tents this summer; MB used all 6 tents every day at camp.)
--Channing noted that we should start recruiting now for a new treasurer who can follow Channing (someone with bookkeeping experience preferred). **Note:** everything is all documented with instructions provided by Channing.
8. **Student Account Treasurer's Report**- Heidi Hoppe: Closed out last year's student accounts. We have \$3400 in senior donations, including those for kids who are no longer in band. Waiting to get the final rosters from the

directors to complete the final clean up. \$500 Italy set-up fee....what do we do with it? Mr. Walsh: Hold off for now. Heidi: Can recent graduates use money for voice lessons? Yes, said Mr. Walsh. Some discussion followed about whether and how to hold on to student account monies for younger siblings not yet at West.

9. **Secretary's Report**—Betsy Talbott: no report.

10. Committee Reports

- a. **Volunteer Coordinator**- Cherri Morawski. Thanks to everyone for volunteering on the 4th of July. Look for emails from Cherri for upcoming events, concerts, etc. Note: we would like to have a photographer for the winter music fest in addition to the yearbook photographer.
- b. **Social Committee**-Jennifer Pembroke Johnson: We had an AMP tailgate last year prior to the first football game, but this year the first game is the same day we host concessions and same day as senior day. It will be great to have some additional parents of non-seniors volunteer: proposed start time ~11-1:00. Sherry Scheller and Katie Cairns have volunteered to help (i.e., stay at the house while the senior parents walk to the game). \$5 per person. After the game, kids came back and finish off the food. Overall a nice way to start the year!
- c. **Fundraising** - Ita Fischer: Reminder: Ita would like to conduct a review of our fundraisers, and perhaps launch some new ones. If you have good ideas, please share with Ita. (AMP-branded ponchos?) Mr. Walsh noted that the cookie dough man says that students can take credit-card payments. We can say yes or no to this. The record-keeping by students can be off. Question: how does the credit-card payment option complicate things? What's the cost?
- d. **Annual Contributions** - Sherry Scheller: We have had a few online donations already; Ginna, kindly take down last year's donors and we will start fresh. Jeff and Kim, kindly give an appeal as you did last year to ramp up donations. First concert with a program: Sept. 27 (orchestra)--please donate by Sept. 20 to see your name in the program (check or online donations only).
- e. **Marching Band volunteers** – Sharon Creaser: thank you, marching band parents! Lots of help with the parade and with band camp.

Thank you to everyone! Uniform fittings went well (part 1). We finish tomorrow night. So far so good. Thank you, Sharon!

- f. **Great Lakes Scripts** - Pam Kelleher: Jeff and Kim will encourage Pam to speak at the curtainraiser.
- g. **Barones**- Lee Fruit
- h. **Greens** - Ed (& Melissa) Herlihy (late fall activity)
- i. **Communications** - Jodi Baltimore: We are all set up with Constant Contact; Mr. Walsh paid, and was reimbursed. Kim will confirm that Ann Marie was also reimbursed. Jodi mentioned she will send out Music Notes--short, more frequent emails, in addition to the regular newsletter; i.e., welcome note plus reminders about events. Can track. More emails in the fall; communication then becomes less frequent throughout the year. Focus of communication should be parents. Does anyone have pdfs of what was sent last year? Perhaps Ann Marie can share this (Kim will ask). Mr. Walsh encouraged Jodi to contact the directors if she had any questions. Jodi will send the bi-monthly newsletters.
- j. **Yard Signs** - Nicole Krueger: We have newly-designed yard signs in the process of being printed (50); still have 13 signs with the old signs. New signs will be ready in time for the curtainraiser!
- k. **Sweatshirts** - open: Wendy Garland
- l. **Marketing/Promotion/Website** - Ginna Nemec Jarrett: Is there a list of new fundraising chairs? (Betsy has it and will send it to Ginna and Jeff and Kim.) Website will renew on Jon's card soon. Kim and Jeff will be co-editors of the facebook page (Ginna, Kim, Jeff, and Mary L. have access); add the VPs so that they can post pictures. Please post pictures of parents and parents with kids on the AMP page. Mary will research the options for Instagram along with FB.
- m. **Cookie Dough** - Heidi Hoppe (fall activity): Barri Maaske will take over cookie dough, with Heidi's help. Thank you, Barri!
- n. **Poinsettias** - Susan Blatt (late fall activity)
- o. **Floral Symphony** – Nancy Perlman (spring fundraiser)
- p. **Butterbraids** - Claire Doran (spring fundraiser)
- q. **Concessions** - Mary LaVaque/Jeff Laird: July 4th was hot! Thank you to all of our volunteers. Fireworks started 45 minutes early, so that affected our profits. We need to rock the house for senior day and our other concession dates! Two hour shifts for concessions. Need

someone to shadow Mary for the next 4 concession dates to take over for her next year.

- r. **Madrigals/Cabaret Night** (spring activity)
- s. **Program Ads** – Mary LaVaque: Will create a gmail address for soliciting program ads for the future (think ahead for Mary's replacement). Proposed a possible benefit to families who put an ad in the program; commission for the student/family who conducts the sale. Commission goes to the student's account. Sept. 20 deadline for parents to submit a program ad.

11. Unfinished Business/New Business:

Discussion of the proposed changes to the AMP by-laws. Mr. Walsh led this discussion, reviewing the work that our by-laws working group completed this summer, noting that VPs are technically responsible for proposing changes to the by-laws, as opposed to our small working group. Small group has thus proposed changes for the VPs to consider, propose to the board, and then to the membership. Amy Raczka (VP for choir) moved that revised by-laws be posted on the AMP website and presented for a vote by the general membership at the curtainraiser on Aug. 27.

Band bonding: Heidi raised a question about band bonding, informing freshman parents about band bonding: What is it? To whom is it open? Can parents please bring snacks and drinks? Increase parent involvement? Add to the volunteer spreadsheet? This was a brief discussion of band bonding.

Jeff and Kim Laird adjourned the meeting at 8:56pm.

Next meetings:

Curtainraiser: Aug. 27, 7:30, GBW auditorium

Sept. 12, 7pm orchestra/choir room