

WESTERN BRANCH ORCHESTRA PARENT'S ASSOCIATION, INC. BOARD MEETING
Thursday, November 12, 2015
7:00 PM Western Branch High School Orchestra Room

Attendees:

Patty Grimes – President	Lisa Short – Raffle Coordinator
Kelley James – Secretary	Becky Allen – Raffle Coordinator
Martin Glasco – Director WBHS	Pam Jennings – Raffle Coordinator
Alice Glasco – Director WBMS	Denise Conter – WBMS Liaison
Leah Rosenberg – Director JMS	Amy Gerber - Volunteer
Jenny Osborne – Plant Sales	Lashelle Rickman - Volunteer
Crystal Hastings – Uniform Coordinator	Tammy Armstrong - Volunteer
Carol Ann Blair – Hospitality	Nancy Demkowski – Member at Large

BUDGET

Per Patty, a PayPal button for Mark Wood concert tickets was added to the website. It was decided that board members and volunteers for the concert do not need to purchase tickets.

FUNDRAISING

Per Patty, Ham sales start Nov. 16 with flyer distribution. Will need volunteers on Dec. 14 with trucks or minivans to pick up hams from Smithfield and volunteers to help distribute them from 4-6 at the high school.

JMS & WBMS DIRECTOR

Per Alice, bows have been repaired.

Per Leah, one of the cellos was broken and repair costs probably will not be available through school until August. It was decided she would provide an estimate and the WBOPA would cover the cost of the repair.

WBHS DIRECTOR

Per Martin, he wanted to stress to parents that the decision to change a concert date is not taken lightly. The October date was changed due to it being a conflict for 22 students. Please direct to Martin if any parents have any questions concerning concert dates.

-Still working on someone to conduct in his absence for Sam's Club in November.

HOSPITALITY

Per Carol Ann, working on the hospitality for the Mark Wood special project.

UNIFORMS

Per Crystal, she is still missing some payments from students for uniforms. Will confirm with Shawanna the status of payments.

RAFFLES

Per Pam, she has put out the calendar for raffle members. Some dates were missing and were confirmed with the directors. Patty will update the website with the concert dates.

MARK WOOD PROJECT

Per Martin, he has Mark Wood posters and will place them in nearby schools and some businesses.

-Programs, Music and Arts will produce back page and cover total costs. Alice will take oversight of production of programs. Patty will send jpeg of poster to be used for the cover of the program. Martin suggested a space in the program be dedicated for autograph by Mark Wood.

-Order form for tickets had Bruin Drive and not Place on return address so Patty will correct.

-Looking for businesses to support event. A donation of \$500 or more would allow the businesses name to placed in program and two tickets to concert would be included.

-Raffle of Sting Ray violin donated by Mark Wood to be held, tickets will be \$5 or 5 for \$20 and must be present to win. Pam will cover volunteers for raffle table for concert and Patty will put information of raffle on website.

-Media, WTKR will be covering concert. Kellie Goral will send out announcement regarding concert and will oversee media coverage regarding the high school for event. Other media sources will be getting back to Martin if they will participate. Per Patty, she will ask Becky Lawson to inquire about Mark Wood doing an interview with the Hampton Roads Show.

-Tickets are printed.

-Volunteers, final schedule being determined and estimated would need at least 5-6 volunteers on Dec. 7 & 8. A large amount will be needed for Dec. 9 to cover the time frame of 1200 – 2200 for various activities such as aiding Mark, set up, hospitality and feeding 300 kids, ticket sales if needed, merchandise table, and photo and autograph opportunity with Mark Wood after concert.

-Marshalls will cover handing out programs and collecting tickets.

-A layout of all the tables will have to be planned.

-Patty will place volunteer sign up on website for the various activities

-Martin will work out rehearsal schedule for students for Dec. 7 – 9.

-Martin will develop a list of comp tickets and it was decided to keep 100 tickets in reserve for comp use.

-Alice will look into Visionquest for recording concert.

The next meeting is scheduled for Thursday, January 7, 2016 at 7:00 pm at the WBHS Orchestra Room.

The meeting was adjourned at 8:30 pm.

Respectfully submitted,
Kelley James, WBOPA Secretary

