

WESTERN BRANCH ORCHESTRA PARENT'S ASSOCIATION, INC.
BOARD MEETING

Tuesday, November 13, 2018

7:00 P.M. Western Branch High School Orchestra Room

Attendees:

Melissa Lauster – President

Melody Darby – Vice President

Steve Pelzel – Co Treasurer

Martin Glasco – Director WBHS

Alice Glasco – Director WBMS

Sandy Crocker – Director WBI

Sharlene Foley – Secretary

Donna O' Prandy – Raffle Committee

Holly King – Member at Large

Shauna England – Flower Sales

Pinky McCoy – JMS Liason

Cynthia Odom - Communications

Melissa called the meeting to order at 7:00 PM. The agenda was distributed, and meeting attendees introduced themselves.

Treasurer's Report:

Per Steve, the most recent deposit included money collected for uniforms, flower sales, and raffle. The current cash balance is \$11, 732.67. The audit was completed. Discrepancies found during the audit match data entry mistakes in quick books and therefore will be reconciled correctly and easily. Steve, Ruma, and Melissa have been added to the Towne Bank accounts. Westbrook Bookkeeping will prepare the taxes.

Budget Approval:

The 2018-2019 budget was presented. Martin explained budget line items to the board as there are several new board members.

- Senior Banquet - Includes supplies, venue rental fee, senior meals & gifts. This year supplies will have to be replenished.
- Professional Development – Involves fees for directors & conferences.
- Cakes/Parties – Used for middle school events
- Instrument/Supplies – Includes supplies needed for repairs & replacements.
- Scholarships – 4 x \$1000.00 scholarships
- Student Fees – All-State & District fees. This year a student will most likely head to All State. For All State weekend, the WBOPA will cover hotel and dinner for 2 nights for the student as well as Martin who is required to be present. For District, there are 37 students from WB.
- School Performances – Entails guest artists & assessors contracted for assessments.
- Discretionary Funds – Intended for the President for items such as chaperone, student fees, etc.
- Professional Fees – Includes fees for National Association of Music Education & The American String Teacher Association. The latter is required for our district

students to participate in the district performance. WBMS administration will not cover the expense.

- Concert Programs – Colored paper
- Homecoming – The WBOPA did not participate in the parade this year.
- Music in Our Schools – Includes buttons, stickers, etc.
- Office Supplies – Used for miscellaneous supplies.
- Technology – Involves Website & Quickbooks
- Bad Debt- Includes items such as uniforms or trip fees that some students cannot cover.
- Special Projects/Misc – Could involve 4 plaques to display scholarship winners.

Martin also offered ideas for future special projects:

- Hire composer to commission a piece for the orchestra, possibly with a nautical theme to commemorate our area.
- Bring back Mark Wood and perhaps his wife for the 2019 -2020 school year and include other high school groups like the chorus and band.
- Offer middle school events like a Symphony Night to include concert, bus, and meals.

After some discussion, Martin made a motion to approve the budget with the following changes:

- 1) Move \$1000.00 from Special Projects to Student Fees.
- 2) Move \$500.00 from Special Projects to Professional Fees.
- 3) Change balance of Special Projects to \$3500 to accommodate #1 & #2.

Melody Darby seconded the motion, and the motion passed. The budget will be presented at the December 4th general meeting before the WBHS orchestra concert.

Website/Social Media:

Per Cynthia, the WBOPA domain was renewed. The .com website is under construction and will be up by 2019. She will update the individual schools, volunteer, and fundraiser links. Cynthia created a YouTube account as an eventual link on the WBOPA site for videos. No videos have been uploaded to the YouTube account yet. She also opened a Google account for the WBOPA.

Director's Report, WBHS:

Martin spoke to Ricky, the GM, at Kroger regarding performances on December 8, 9, 21 & 22. Martin would not be able to attend all the dates and would rely on parent volunteers. Upcoming concerts dates are as follows:

- Dec 4 Winter Orchestra Concert 7 P.M. @ WBHS
- Dec 18 WBI & WBHS 0 Bell 7 PM @ WBHS
- Dec 19 EWC & WHBS 0 Bell 7 PM @ WBHS

- Cammerata will perform at several venues during the upcoming months.

Director's Report, WBMS

Per Alice, upcoming WBMS concerts are as follows:

- Dec 4 6th & 7th grade 7PM @ WBMS
- Dec 11 8th & WBHS 9th/10th 7PM WBMS

Mrs. Rosenberg has a long- term sub lined up as she will be on 12 weeks maternity leave.

Trips:

Discussion a was tabled to the next meeting. Per Martin, we will pull out of working with World Strides for cost savings.

Fundraising:

Ham sales orders are due Nov 19. Pick-up is Dec 17. Discussion developed around ways to purchase the ham directly from the WBOPA website. Short term solutions would be to contact a WB orchestra student or Melody Darby whose name is on the order form.

New Business:

- T-shirts for the Intermediate Schools- Sandy asked if it was possible to sell WB t-shirts at the intermediate schools to nurture student enthusiasm. Selling the t-shirts at concerts is an easily facilitated possibility.
- Future discussions may include different fundraisers. Autobell & Entertainment Books did not elicit a lot of participation overall. The Applebee fundraiser may not be an option as it appears the Military Circle location is only offering it.

For the next meeting, details will be sent out via email. The date may change to accommodate as many board members as possible.

The meeting was adjourned at 8:47 PM.

Respectfully submitted,

Sharlene Foley, WBOPA Secretary