

PMA Meeting Minutes
February 10, 2016
Norwood High School, Library

Call to Order: 7:04 pm

Welcome by Paul Campbell, PMA President

Attendance: Paul Campbell (President), Terry MacDonald (Vice President), Maureen Dimitriou (Treasurer), Stacey Lane (Secretary), Donna Metcalf (Ways & Means), Michelle Morales (Ways & Means), Ed Ferris, Steve Conant, Cathy Moen, Tracy Jones, Lisa Silletti, Lauren Chisholm, Phil McAvoy, Mary McAvoy

1. Approval of Meeting Minutes: Stacey Lane

Motion made and seconded to accept the Minutes of January 13, 2016: Approved

2. Approval of Treasurer's Report: Maureen Dimitriou

Motion made and seconded to accept the Treasurer's Report (January): Approved

The outstanding MB Classic payments have been made. Received the reimbursement from Music Camp for overpayment of two camp tuitions. Administrative payments were made for certified mail for taxes. FOVA paid \$100 towards the cost of the DJ at the Fine Arts Semi. Numerous payments will be made next month for Jazz events, scholarships and other programs we support. Received an "In memoriam" donation.

3. Vice President: Terry MacDonald

A next month's meeting, ballots will be distributed. A ballot subcommittee is needed. Looking to update the web page and have someone take it over.

Jazz Night: Sheraton Four Points, Wednesday, May 4, 2016

Jazz Week: February Vacation. Will take students to lunch at Lewis' on Friday.

MAJE: March 3, 2016

Jazz State Finals: March 19, 2016 at the CMS in Norwood. Usually takes place in Framingham. Hosts will be needed from 10am to 6pm to assist with approximately 28 small Jazz bands. Concessions of pizza, water and snacks will be necessary. Kenny Hadley Band and awards will take place at NHS.

4. Mr. Phil McAvoy: Singer-songwriter, Mary McAvoy, and her father, Phil McAvoy, in attendance. She has offered to perform songs from her debut album "Wanderlust" at a PMA fundraiser at NHS. There will be student participation. Mary will have a clinic with the choral groups and they will sing a cover with her. C. Moen states the auditorium is not available in the spring, but September 23, 2016 may be available. PMA will help with promotion and selling tickets (\$10). Will return in June to discuss further.

5. Ways & Means: Donna Metcalf & Michelle Morales

Orange Leaf Fundraiser: Received \$150 for concert fundraiser.

Car Wash: May 14, 2016 from 9am to 3pm.

Trivia Night: April 8, 2016 from 7pm to 10pm. Thank you to Rebecca Shannon for arranging the VFW at a discounted rate of \$150 (usually \$300)

Merchandise: Need to recount inventory. Inventory on the iPad doesn't match what we have.

6. **Jazz Classic:** February 11, 2016 at Norwood High School. A volunteer sign-up has been distributed. A request for individually wrapped baked goods has been made to Jazz parents.
7. **Instrumental:** No report
8. **Choral Updates:** No report
9. **Publicity:** No new updates

10. Director of Fine Arts: Cathy Connor-Moen

For the first time the Fine Arts budget was not cut.

Music Camp August 14-20, 2016

C. Moen made a request for stipends for clinicians to help students prepare for MICCA.

Motion made and seconded to allot upwards of \$600 for stipends for clinicians for pre MICCA performances: Approved

11. President: Paul Campbell

The PMA has not received Mattress Sales incentive gifts (head phones & television). P. Campbell to contact owner. Fine Arts Semi went well. The snow caused no issues.

12. Action Items:

Band Closet needs to be organized. No long term storage of food items.

Parent emails: Parent coordinators need parent emails to request volunteers for events.

Donations Hannaford: Larger gifts over \$100 are awarded monthly (eight week turn around) per town for specific requests. The PMA should consider putting in a \$2000 request for Music Camp (snacks, camp supplies, nursing supplies, and personal care items)

Job Description: Each PMA position needs a written job description

Replacement PMA Positions: Recruit parents to shadow PMA positions and fill vacant positions

Quorum: 2015/2016 PMA Board, there are fourteen (14) voting Board Members. In order to have a quorum, eight Board Members must be present.

Amazon Smile: When a customer shops at "smile.amazon.com", Amazon will make a small donation to a charitable organization of their choice. To participate, go to the site, scroll down and select "Norwood Parents Music Association, Inc." and the PMA will receive a donation of 0.5% of qualifying sales.

New PMA Stationary: C. Moen will ask an art alumni, Michelle Bradbury, to redesign the logo.

New PMA website/server: Need new web server-GoDaddy (domain) transfer made. Weebly (host).

Sponsorship: "Pay Less" monthly, reoccurring donations

13. Other Business:

Website: The current domain is up for renewal in May for a cost of \$322 for three years. It is not advisable to have the domain cost linked to the host since this makes it possible to lose the PMA website name. Currently, our domain is linked to our host and it needs to be separated out. E. Ferris recommended transferring the domain to GoDaddy and the host to Weebly

Motion made and seconded to transfer the PMA domain to GoDaddy for a cost of \$1 to join, \$17 for a two year contract and a \$10 transfer fee. Approved

15. Adjournment at 8:40pm.