

09.02.2025 PMA Meeting Minutes

The meeting was called to order at 7:15pm. Members present included: Jeff Kerr, Gigi Michalec, Mike Sangalang, Siuyien Mathews, Mike Brady, Dany Abdallah, Bebhinn O'Connell & Steven Conant

Fine Arts Director (Jeff Kerr) Update

- -It was a great first day of school & looking forward to the musical - Mamma Mia - this weekend. GoFans (online ticketing application) will be used for ticketing and now has the ability to reserve seats. Backstage Boosters & GoFans rep are in the process of training parent volunteers to help guests with their e-tickets at the door. The cast performed at teacher & staff convocation & got a standing ovation
- Short discussion about the various parent booster groups that make up all of Fine Arts. Currently it is difficult to combine due to specific details associated with each group.
- 5 new staff members in the department including Wendy Mannering as Fine Arts Admin Assistant. There are 2 new teachers at the Coakley (string & chorus), 2 new general music teachers at the elementary level. Expect another new teacher in Dec when a retirement is expected.
- Teachers got a development workshop from 2 outside companies to standardize the program curriculum across the district.
- Volunteers need to have updated CORI forms. Form is available on PMA website.
- Madrigals banquet date has been confirmed with Knights of Columbus (12/5). Bebhinn confirmed with them in June.
- Fine Arts Semi - need to contract with 4 Points - Jan 23rd preferable. Need to confirm that there are no conflicting events for our students.
- Trying to move up the Honors Program/Concert earlier in the year as April is extremely busy.
- Still trying to plan a trip to FL for the Music Program. Logistics too late for 25-26 school year but working to make it happen for the 26-27 school year. This year, the Music Dept is hoping to establish an off-year musical event in the Spring that is local or regional, with or without an overnight stay.

Treasurer (Dany Abdallah) Update

- PMA subsidized about \$4000 of Music Camp this year.
- Will be changing the budget reporting format to 1st of month to end of month instead of from PMA meeting dates.
- Motion was made to approve the summer budget report. Motion was approved with all in favor.

- After going over the annual report, Dany suggests that we need to keep \$30K in the bank account for general activities. He suggested that 15K should be moved from the Fidelity account. Members asked for clarification of the amount needed and the purpose. Dany reported that we had a deficit of \$13K last year so our account balance is now lower. If we had to pay a large sum, like a \$6K advance, to the department, it can easily deplete our balance while we wait for reimbursement from the town. While we have funds in the Fidelity account, we need to consider that the investment account is earning a lot of interest.
- Motion to table the discussion for a couple of months until we have more details about the transfer process and see how much the Marching Band Home Show brings in. All in agreement.

Mr. Conant update

- The Marching Band & Color Guard are doing very well. 3 movements have been taught & executed, hoping the whole show will be done by 10/4 in advance of the first MICCA show at Auburn.
- The golf cart is having a hard time. The batteries are failing and difficult to maintain. Batteries were replaced about 5 years ago - which is about the lifetime of the batteries. We need to find a new solution for powering the golf cart.
- The Art for the marching show is in progress. There will be 5 pieces. Waiting for prices.
- Asking for support to pay for clinicians at our Norwood preview on 9/13.
- So far, 8 bands and UMass Lowell have committed to our home show in Oct.
- New uniforms should be arriving sometime soon, a discussion on what to do with the old uniforms. Would it be possible to turn them into a fundraising event of some sort? Perhaps mount a uniform into a shadow box and auction it off?

Summer Camp update (Siuyien Mathews)

- There were 41 registered campers (12 Madrigals, 6 Choral, 23 Marching Band & Guard)
- PMA provided 4 Social Events, only 1 event was attended by the majority of the students
- We lost money on the Six Flags trip because it conflicted with Fall Sport Try-Outs & Musical rehearsal. Only ½ of the campers attended.
- Siuyien made a proposal to discontinue the trip to Six Flags and the pool night, but maybe turn the team building exercise to a half day event on Sunday before Camp starts.
- Also, she suggests an update to the camp registration form.
- The camp fee only covers the cost of the staff stipends.
- Discussion will be ongoing as the year progresses.

Ways & Means

- 2 fundraising events on the schedule: Chair massages during the Marching Band Home Show & Humble Pies during Thanksgiving.
- We should look into an event at Top Golf. Dany will bring more info to the next meeting.
- Mike S. suggests we should solicit for tax deductible donations at the end of the year.

Other business

- Norwood Day: Need volunteers to man the booth
- Need to make a video for the booth to draw attention
- Marching Band & Guard will not be marching in the parade but will be marching at Veteran's Day, Memorial Day and this year's Holiday parade.
- More planning for Norwood Day will take place over email.
- Bryan Riley (Prescott principal) asked if PMA would like to have a table at the Prescott Open House on 9/18. (Coakley open house - we should have a table there too). Gigi will reach out to Margo Fraczek to confirm dates.
- Gigi provided a list of events that PMA is responsible for throughout the year and a list of open positions
- Dany suggests we need to update & correct some of the position descriptions in the by-laws, specifically the role of the Treasurer
- Mike B. suggests a clarification of the PMA position descriptions so parents have a better idea of what is expected. A discussion of how our music festivals and other activities are run took place and how best to elicit help from parents.
- Mike S. will create an intake form to solicit help from parents and PMA should promote through ParentSquare and utilize the principals' newsletters.
- Jeff suggests taking our meetings online to engage more families. Mike B. suggests that perhaps we don't need to present all the details to the public but have a condensed open meeting that includes an update and a call to action.. Jeff suggests we attempt to create something for the November meeting.

Motion was made to adjourn the meeting. All in favor.

Meeting adjourned at 8:55pm