

We Believe In Music
North Andover Music Association, Inc.
A 501 (c)(3) Corporation

Monday, July 17, 2017 @ 6:30 p.m.

Attendance: Martin McGrath, Dan Cummings, Debbie Bohrer, Bryan Long, Kristine Murphy, Christine Gaede, Mark Bohrer, Emily Cummings, Linda Pegalis, Senay Abbay, Karen Bussell, Alex Mezzina, Nancy Koorapaty, Jennifer Kookan

- The minutes from the June 20, 2017 meeting were approved.

Treasurer's Report

- We had income of \$35,574 and expenses of \$35,311 for 2016-17.
- The current checking account balance is \$16,708.
- We have a preliminary budget for 2017-18, but will wait to approve it until our next meeting when we have additional expense details from NAHS teachers. Some major changes or items include:
 - Purchase of plumes and chimes (NAHS Equipment/Repair) for \$2500. We don't have details on the need for chimes. It could be additional pit students or a specific need for this year's show.
 - Expenses for the marching band show are significantly less than last year. Justin estimated \$500 since they plan to make no major changes to the uniforms and will re-use the wooden shelves by adding embellishments, fabric, and minimal painting. We'll need more information from Justin as we get closer to the show to finalize the number.
 - There is a possible August parade listed, but we don't have any details at this point. With 6 competitions this fall, it may be difficult to schedule any other parades later in the season.
- The Treasurer's report for 2016-17 was approved.

Band Director's Report (via Email)

- The fall schedule is in progress. Justin is waiting to meet with the new athletic director to finalize it.
- Justin contacted the uniform companies and hopes to meet with them in August.
- The marching band show music is up on the website. He will send out the new password via Remind.
- The 2017-18 handbook is in process and should be complete in the next week or so.
- Band camp information has been provided to Martin for distribution.

Old Business

NAMA at the Farmer's Market – 7/16/2017

- There was some confusion about NAMA's volunteer role for the day and the fundraising portion of the day was booked to the Atkinson PTO.

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- 3 students came and played for 4 hours. They split the \$200 (which is paid to the musical group) and the \$74 they received in tips.
- We have secured another date – August 13 – where we will be able to fundraise (by selling water and slush) in addition to doing set up and break down.
- There was discussion about creating a flyer about NAMA and our upcoming events and donation information in the reusable bags that get handed out at the market.
- A motion was approved to participate in the August 13th Farmer's Market, spend up to \$150 to purchase slush supplies, and set up a SignUp Genius for volunteers and water bottle donations.

New Business

2017-18 NAMA Budget

- We did an initial review (see above) but will wait to vote until the August meeting.

Summer Music Camp Scholarships

- Martin sent out the notice and 8 students applied for summer music camp scholarships. Once they submit proof of attendance to Kim, their scholarship checks will be sent.

New Uniform Drive Update

- No update at this time. We are waiting to get additional details from Justin on cost, timeframe, etc. The current estimate is \$500 each for 150 uniforms (\$75,000).

Website and Communications

- Martin sent an email to TJ with a few ideas and questions about the website and our ability to use it as an effective means to communicate with our subscribers. There was some discussion of the frustrations we are currently facing with our communications and lack of clarity on how to resolve them. Although we have administrative access to the website, it is unclear if we know who is subscribed to the site and/or to which mailing list(s) they are subscribed.
- We have an urgent need to be able to communicate reliably and effectively in time for band camp next month and throughout the fall marching season.
- We plan to use a combination of Remind (for schedule changes) and MailChimp (for NAMA business, volunteer sign-ups, reminders, etc.) for the fall. In the meantime, Alex will continue to post things on the website (which will automatically post to Facebook and Twitter and send emails) and work with Martin and TJ to resolve our current issues and/or identify a longer-term solution.
- Using MailChimp for fall communications may incur a fee if we exceed the number of free emails. There was general agreement that we should move forward and pay the fee, if

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necessary. If this is the case, we'd like to list it as a separate line item in the budget so we can track communications fees separate from our web hosting fees.

Membership Drive 2017-18

- **Forms in Band/Chorus Packets** – Linda is updating the Membership Donation Letter to give out to band and chorus students at camp. Additionally, Kim added an item to the Google Form that is part of the online band materials where someone can indicate a membership donation to NAMA, which they would then include as part of their payment. There was a suggestion that we either add a link to the membership letter on the Google Form or utilize the same language to eliminate confusion or possible double-donations.
- **Meetings at NAMS** – Andrea Liacos suggested NAMA have informational meetings at the Middle School to get more engagement with Middle School parents. It was suggested that we could promote NAMA at the instrument rental nights at NAMS (in September for Middle School students) and at Kittredge (in December for Elementary students) and again in the spring for NAMS Arts Night.

Band Camp Events

- The parent information session and Q&A will be in the cafeteria at drop-off on Saturday. Additional NAMA announcements and reminders will be made in the stadium after the Show Preview for those parents who missed the info session.
- The Saturday BBQ is from 12-1:30 for students and staff. Food requests are made by grade. Mark has the list and will send it to Karen so she can set up a SignUp Genius to send out earlier during the week of band camp.
- Fuddrucker's Night is tentatively scheduled for Tuesday, August 15th. Senay is working to put together a few raffle baskets for that night. He is also looking into a fundraising night at Mad Maggie's that week, too.
- Kristine will check with Kim on the feasibility of doing an incentive raffle for students to turn in their forms and checks by Saturday with the winner to be drawn at the BBQ.
- Band uniform hand-out will be on Tuesday.

NAMA Presence at Chorus Camp

- The Chorus officers are meeting with Sara next week and will determine the dates for Chorus Camp. It is likely on 2 days for 2 hours each during the week of August 21st. Emily will talk to Sara about having a NAMA rep talk to the students on the first day about uniforms, fees, communication sign-ups, parent volunteer opportunities, etc.
- Alex will contact Steve Nugent and/or Sara about getting contact information for incoming 8th grade parents so we can get them information about camp, NAMA, etc.

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Seat Cushion Fundraiser

- Senay ordered 300 at \$3.60/cushion. We agreed to sell them for \$8 each or 2 for \$15.

November 10 Fundraiser – A Knight to Remember

- Not much we need to do now, but contact Senay or Cheryl with silent auction ideas.

NAMA Meeting Dates

- Martin will send out a Doodle poll to identify a regular night for future meetings.
- August meeting will be during band camp week; night TBD.

Planning for NESBA

- NESBA is October 14th. We need to kick off our planning soon!
- The first planning meeting is typically in August with parent volunteer info meetings in mid-September.

AOB

Mark Bohrer circulated thank you notes from scholarship recipients Maria Kachulis-Moriarty, Sarah Francoeur, and Erin Murphy.

Fall Car Wash! We've typically done it on the Saturday of Labor Day weekend – September 2nd. Martin will submit a use of facilities form.

Upcoming Events

- August 13 – NAMA Day at the Farmer's Market
- August 14 – 19 Band Camp
- *August 15 – Fuddrucker's Night (tentative)*
- *Week of August 21st – Chorus Camp (exact dates TBD)*
- *September 2nd – Car Wash (pending approval)*
- October 14th – NESBA at NAHS
- November 10th – A Knight to Remember

Next Meeting TBD

- The meeting was adjourned at 9:15.

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