



Parkland Music Boosters Executive Membership Meeting

Minutes – January 16, 2024, at 7:04 PM

Attendees: Wendy Wright, Karen Phillips, Cynthia Lee, Tina Lee, Lori Piltz, Vicki Ferrence Ray, Jason Lerew

Meeting Called to Order: Wendy Wright at 7:04 PM (Zoom meeting)

Approval of Last Executive Meeting Minutes (Oct. 24): *Motion to approve by Tina. Seconded by Vicki. Approved.*

Treasurer's Report:

- Income since last meeting: \$9470.35 (total)
 - Other Concessions Income: \$1571.35 (PMEA District Auditions)
 - Donations: \$11.00 (ornament sales)
 - Other Fundraiser Income: \$1588.00 (holiday ornament sales)
 - Semi-Formal Income: \$6300.00 (tickets)
- Expenses since last meeting: \$4476.39 (total)
 - Chorus Expense: \$250.00
 - Concessions: \$402.48 (\$270.48-food, \$132.00-pizza)
 - Equipment: \$73.70
 - Fundraiser Expense: \$500.00 (holiday ornament expense)
 - Semi-Formal: \$2105.47 (\$1490-DJ; \$59.35-backdrop; \$556.12-accessories. Other expenses are still outstanding.)
 - Office Expense: \$314.74 (\$12.54-postage; \$302.20-Square)
 - Orchestra Expense: \$830.00 (Guest musicians for winter concert)
- Net Income: \$4993.96; Checking balance: \$50576.63; Savings balance: \$1389.63.
- *Motion to Approve Treasurer's Report by Vicki. Seconded by Karen. Approved.*

Director Updates:

- **Mr. Lerew:** The winter concerts went well; the school year is almost at the halfway point. Coinciding with course selection for next year, chorus/orchestra/band ensembles visited the 8th graders to encourage music participation. Jazz Band is in the middle of basketball season and will start preparing for the spring performances. Thirteen Parkland students attended the PMEA District Band (the most of any school there), and seven of those moved on to the regional band (District 10 and 7). The Lehigh County Band performance will be on Feb 3; 26 students from Parkland are participating. Indoor Percussion and Color Guard will be starting competition soon.
- **(Mrs. Figueroa):** The pit orchestra musicians have been selected for the musical.

OLD BUSINESS

- **Concessions for PMEA District Band/Orchestra Auditions (Dec. 2):** Noted what foods sell well: more macaroni and cheese for next year.
- **Holiday Ornament Sale:**
 - Dave Heintzelman invoiced the Boosters for all of the ornaments made (250) at \$2 per ornament. Total sales were \$1866.
 - Tina will get the numbers of ornaments sold at the concerts from Wendy Heintzelman. Wendy W. has the pre-order numbers from Square.
- **Winter Concerts:** All went well. Advertising the semi-formal at the concerts was a good idea.
- **PHS Music Semi-Formal (Jan. 13, Muhlenberg College):**

- The event went well and students had fun.
- Some students wanted to leave early but were not allowed. Evidently, students left early last year. The concern is that parents expect students to be at the event, not elsewhere.
 - Mr. Lerew will verify with Mr. Anonia what the policy should be.
 - Gift card drawing where winners need to be present should help keep students there.
- There were issues with timing: dinner started late because of other students being there. Check-in went well; adding the extra half hour was a good idea. It was helpful to have a couple of extra parent chaperones.
- Next year: Muhlenberg (Seeger's Union) will be under construction. The lounge is available, but otherwise, other rooms will be used.

NEW BUSINESS

- **2023/2024 Fanfare & Tribute:**
 - Steven Lee has started this year's F&T using a different program.
 - The book will need to go to print by the second week of May to be done by June.
 - Senior information will be collected soon (once last year's F&T is distributed).
 - Because the review process by the staff is difficult during busy times (end of the year), suggest reviewing parts of F&T early rather than waiting until everything is done.
 - Last year's F&T is at the printer.
 - Karen sent an email to everyone that they will get a refund due to the delays.
 - The review process was lengthy (pre- and post-proof).
- **Clothing Drive:**
 - Wendy will send the flyer proof to Cynthia to approve.
 - Steven needs to create the link/QR code for the clothing drive flyer.
 - Wendy will send out the flyer to the Parent Newsletter and other avenues.
- **Scholarship:**
 - Sarah Wascura is willing to chair this again.
 - Awards ceremony is May 29th; names of the scholarship winners needed by May 1.
- **Spring Senior Recognition:**
 - Vicki volunteered to coordinate with Mrs. Lagan and Mr. Mishler for the Chorus and Orchestra senior posters. Wendy can help with poster formatting.
 - Cynthia bought ribbon for hanging the posters at the spring concerts.
- **TIA Regional: April 27**
 - Theresa Adams is coordinating along with Mrs. Baxter.
 - Note that the Chorus Disneyland trip is at the same time and will limit volunteers available..
- **Upcoming Events:**
 - PHS Chorus Mid-Winter Concert - February 26, 2024, 7:00 p.m.
 - Clothing Drive (Community Resource Fair) - March 16, 2024
 - District String Jam Concert - March 19, 2024, 7:00 p.m.
 - PHS Spring Musical - April 10 to April 14, 2024, various times
 - Spring Band Concert - May 1, 2024, 7:00 p.m.
 - Spring Orchestra Concert - May 8, 2024, 7:00 p.m.
 - Spring Chorus Concert - May 16, 2024, 6:30 p.m. and 8:00 p.m.
 - FOTA - May 16 to May 18, 2024, various times
 - PHS Senior Concerto Concert - May 28, 2024, 7:00 p.m.
 - Visual and Performing Arts Awards - May 29, 2024, 7:00 p.m.
 - PHS Senior Cabaret - May 30, 2024, 7:00 p.m.

Next meeting: General membership meeting on Tuesday, Feb. 20, 2024 at 7:00PM.

Motion to adjourn by Karen. Seconded by Vicki. Approved.

Meeting Adjourned.

List of Items Tabled for Later Discussion

- **Website photos:** Payment for pictures is tabled to a later meeting. (Oct. 20, 2022)
- **Conflict of Interest Document:** Tabled for future meeting (Aug. 8, 2023).
- **SOP/Manuals:** Tabled for future meeting (Aug. 8, 2023).
- **Fundraiser:** Basket Bingo tabled for future meeting (Sep. 19, 2023).