

To: IMADA Members
From: Becky Gayton, IMADA Secretary
Re: April 5, 2011 Meeting Minutes
Date: May 2, 2011

The members of the Ipswich Music, Art and Drama Association, Inc. (IMADA) convened at 7 pm, Tuesday, April 5, 2011 in the Guidance Office of the Ipswich High School. Members in attendance included: Anne Brown, Betsy Johnson, Terri Murphy, Becky Gayton, Lucy Lockwood, Trina Schell, Sarah Simon, Steve Veiga, Kathy Butler and Julie Meneghini. Representatives from the Fine Arts Department included Gerry Dolan and Debra Dion-Faust.

President Trina Schell chaired and opened the meeting at 7:07 p.m.

1. The meeting was opened with a \$6,500 budget request from Debra Dion-Faust on behalf of the students going on the trip to Scotland for the Fringe Fest. The students have been working on several fundraising efforts, but the support from IMADA would be critical to the April payment due. Deb brought us up to date on the costs of the trip, fundraising done and planned, and the amount left to be raised.

Discussion followed including a quick approval of the minutes – motion to approve by Betsy Johnson and seconded by Trina Schell.

2. Terri Murphy submitted the February Treasurer's Report for the month (see attached documentation).

A. Income included the

- a. Goldman Sachs Grant deposit
- b. Drama Fest concessions
- c. Donations made to IMADA in memory of Brian Farina.
- d. Various fundraising by Company for Edinburgh trip

B. Expenses included

- a. Art for the Arts misc. expenses
- b. Midnight Ramblers in-school concerts
- c. Fees to send 2 students to Music All States

A balance of \$45,961.23 remains in unencumbered funds. This amount does not include upcoming expense of \$10,000 for scholarships or any net income from Art for the Arts. Motion to approve the Treasurer's Report was made by Trina; Betsy seconded – motion passed unanimously.

1. Discussion continued regarding the Drama request for \$6,500 to help fund the Edinburgh trip. Comments relative to the request for the music trip to England, Summer Study and other grants were discussed. Approximately \$30-35K is available in unallocated funds, enough to cover the Drama Request.

Steve Veiga motioned to pass the request, Kathy Butler seconded, motion passed. Becky Gayton and Sarah Simon abstained as they had students going on the trip.

2. New business included the following:

A. Robin Howe would like to use the IMADA 501c3 designation to raise money for The Company's Scotland trip with used-for car donation and other possible fund raising efforts. Robin has a history of fund raising and would manage all of the details. Funds would come directly to IMADA and be held aside for The Company's use. Discussion relative to the effectiveness of this type of effort ensued. Robin's experience suggested that the average car donation was about \$200 and we may get about \$1,200 per year.

B. Briggs CD proposal. Nat Pulsifer contacted Terri. He is helping David Briggs fundraise to record a CD of organ music. They need \$12,000 to produce the CD and would like IMADA's help in return for 10% of the net proceeds. He was to get Terri a draft of the fundraising letter and Terri had not received it as of this meeting. Discussion relative to IMADA mission ensued and it was determined that this could be tabled until the May meeting, assuming we have the letter to review.

C. Kerry Bates is working on the 100th Anniversary celebration for Crane Beach Picnic Day. There are going to be multiple events and activities. She is building a replica of the light house on the beach and would like IMADA to help defray the costs of the project. Discussion included IMADA's mission, student involvement, Middle School/Cheryl Forester involvement, etc. We decided that it would have to be more student/Arts Education driven. If Kerry could bring that component into her project it could be considered.

D. Trina suggested that the Year End Social be held at her house rather than have people pay to attend a "Thank You" event at the Inn. It would be more informal and we do have wine and beer left over from Arts for the Arts. The plan will be to have the social at Trina's unless the end-of-year activities make it too busy for her to do. All thought this was a great idea.

E. *Drop Dead Juliet* had 2 acting awards given at the Semi Finals – Christopher Gayton and Isabella Cassano.

4. Terri Murphy reported on the Budget Committee updates and recommendations.

A. Master Class Recommendation – **Project Trio** – a Cellist, Bass and Flutist playing everything from classical music to Hip Hop, Jazz, and improv. Terri showed Gerry a video and the teachers are enthusiastic about the event. The program would run as an "in-school field trip," where students would participate in workshops throughout their school day. The trio would also perform a concert for the Middle School and a concert for the public for donation. The cost is \$4,000 plus \$0.50 per mile and 1 night lodging.

Terri has already applied for grants from Institution for Savings (\$2000) and will apply to EBSCO (\$1,000) to defray the cost. The estimated IMADA outlay would be approximately \$1,600.

Discussion included merging our fall events with the ICC events for a complete "Fall into the Arts" campaign.

Motion to approve up to \$4,700 was made by Betsy, Trina seconded – motion passed unanimously.

B. Summer Study Grants – discussion included a review of the program and middle school vs high school participation. The general consensus was to keep the program and funding as is with up to \$1,500 allocated to the middle school and \$1,000 to the high school with an option to increase to \$1,500 if needed. Anne motioned to approve, Lucy seconded – motion carried unanimously.

5. Old Business: Committee Reports

Budget Committee: Included with Treasurer's report.

Annual Fund Campaign: Anne Brown reported on the Annual Fund March mailing success.

Program Book: Nothing to report.

Thanksgiving Breakfast: Nothing to report.

Email/Website: Online donations is up and running via Google Checkout and we've had our first 2 donations.

Seat Plaque Campaign: Nothing to report.

Robin's Art for the Arts: Art Show Receptions: Gross proceeds were approximately \$7,500. After paying artist commissions, food reimbursements and other expenses the expect net will be between \$4,000 and \$5,000.

Some discussion relative to what is working well and what isn't ensued. The "Buy it Now" addition worked well. Needed are additional music, better sound system and better lighting for the hung art.

Typically IMADA makes a \$200 donation to the church to thank them for the space. Trina motioned to approve, Steve seconded, motion passed unanimously.

Front-of-House, Middle School Play: Nothing to report.

Front-of-House, High School Play: Tracy Brown will still manage phone calls for volunteers.

Scholarship Committee: Nothing to report.

Mass HS Drama Guild Festival: Nothing to report.

Fine Arts Award Night: Nothing to report.

Concert Clothing Closet: Nothing to report.

Publicity: Nothing to report.

Quarterly Event Posters: Nothing to report.

Grant Writing:

Terri wrote 2 grants to the Institution for Savings – one for \$2,000 for the fall concert and the other for \$750 for the IPAC sign.

The Lion's Club is considering funding the request for the sign, but would like Trina and Terri to attend one of the meetings

Terri wrote grants to the LB Foster for the England Trip and the Fringe Fest - \$1,000 each. Both were denied.

6. Fine Arts Department Updates:

Gerry Dolan reported on the state of this year's budget. There have been no changes or surprises from his last report.

\$600 was paid by Masco for rental of instruments and equipment for a festival they hosted. This money will be used to off-set costs of the trip to England.

The plans for the England trip are coming along. A parent who works in aviation has volunteered to help assure things with the airlines go smoothly. Ken Savoie will rent a small panel truck to get instruments to the airport. There are fewer people coming back together so instruments will be easier to manage.

The April 16th Concert involves only those going on the trip, so an additional concert will take place on May 16th for the entire band, jazz band and wind ensemble.

7. Adjournment - Next business meeting is planned for Tuesday, May 3, 7:00 pm in the guidance office.