

To: IMADA Members
From: Becky Gayton, IMADA Secretary
Re: December 6, 2011 Meeting Minutes
Date: January 16, 2011

The members of the Ipswich Music, Art and Drama Association, Inc. (IMADA) convened at 7 pm, Tuesday, December 6, 2011 in the Guidance Office Conference Room of the Ipswich High School. Members in attendance included: Anne Brown, Becky Gayton, Trina Schell, Lucy Lockwood, Kathy Butler, Terri Murphy and Betsy Johnson. Representatives from the Performing Arts Department included Gerry Dolan, Ginger Eaton and Gail Pepe.

Lucy Lockwood opened the meeting at 7:10 p.m. President, Trina Schell chaired.

1. The meeting was opened with the reading and approval of the November minutes. Motion to approve was made by Betsy; seconded by Lucy. Approved unanimously.

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

A. Terri reviewed three grants in progress

1. Worked with Laurie Fab. and secured \$15,000 over 3 years for elementary school level instruments from the 2 Depot Square Charitable Foundation of the Inst. for Savings.
2. Awarded \$1,000 from New England BioLabs for Film Equipment for Brian's Classes. We should have the money in December.
3. Awarded \$200 from the Ipswich Cultural Council ICC for transportation costs - art clubs going to MFA in the spring.
4. Still waiting to hear on LB Foster grant for shotgun microphones (\$1,000).

B. Approximately \$43,222 is available for projects.

C. Terri reviewed the income from My Fair Lady. The income was not as big as some past musicals, but better than last year's *Once On This Island*. Detail is included in the Treasurer's report.

Kathy made a motion to accept the Treasurer's Report, Ann seconded – motion passed.

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

A. Film Equipment – IMADA had previously approved a match to the NEB grant funds to pay for the entire cost of the equipment. Since the grant was approved for less than we hoped, Brian will need another \$500 to give him a total of \$4,000 to work with. Motion to approve made by Anne, seconded by Trina – approved.

B. There were no other formal requests, however discussion continued relative to the possible acquisition of shot gun microphones should we receive the LB Foster grant.

4. Old Business: Committee Reports

Budget Committee: Included with Treasurer's report.

Annual Fund Campaign Nothing to report.

Program Book: Done and out.

Robin's Art for the Arts: Art Show Reception: Discussion relative to location led by Ginger Eaton who had looked into using the Masonic Hall for the event. The lighting issue would certainly be resolved and the venue would solve other problems including limited space issues at the church and the alcoholic beverage service. Ginger's idea for a theme is "Back to Basics."

Front-of-House, Middle School Play: Since no order forms were available to order DVD/CDs at the show, we had no sales. Becky did have a couple of inquiries. We decided to ask Cheryl to email the form and ask that the form and check be mailed to IMADA. If we get orders, Becky will make the disks.

Front-of-House, High School Play: Ultimately management of Front of House went well. Plenty of volunteers – very grateful Terri was available to help!

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: Included with Treasurer's report.

5. New Business

A. Ginger Eaton and Ginger Pepe brought their wish list of items for IMADA's consideration. These include

1. Glue sticks - \$150 – recommended she use her petty cash

2. Idea Books - \$262

3. New Kiln to replace an old one that hadn't been replaced previously - \$3890

4. Spray paint booth - \$500

5. Under the more long term hopes and dreams category – a new permanent gallery area using the grassy area between the PAC and the classroom area.

Discussion relative to these different expenses ensued.

B. Anne and Terri brought us up to date with what they've found for database software. They have narrowed the choices to 2 and still want to do the trials. DonorSnap seems like the most likely at \$450/year or \$40.00 per month.

C. Terri reviewed IMADA's spending history. She took a look at the totals for each department – more students participate in visual arts than in any other department (100% of MS students, approx. 50% of HS students), yet spending in art is smaller than other arts areas. From 2005 through Oct. 2011 spending is:

49K Music

29K Art

16K HS Drama

6K MS Drama

132K Music & Drama by means of PAC improvements

D. Deb Faust's retirement gift information from Brian yet.

E. Art Shows – MS Art Show needs volunteers, HS Art Show needs snacks.

6. Fine Arts Department Updates

Gerry opened by thanking IMADA for the program book. Twenty-two students made Senior Districts – Gerry will get the list to Anne and Terri. Review of Musical – positive response. Horrendous budget meetings - \$900K short. Nothing will be sacred, but there is nothing specific yet. Budget presentations Feb. 2. Gerry presented some ideas for purchases by IMADA.

1. New choral risers are needed and Gerry gave us a new proposal and pricing. Seven sections are needed – easier to move but harder to store. The new risers are much safer and cost approx. \$12,055.

2. Shell still needs to be fixed. IMADA has money set aside for this – approved last year.

3. Request for a composer-in-residence (Robert Bradshaw) for about \$3000 to work with students and All Town Band. Discussion ensued following Gerry's presentation – the composer in residence has a time sensitive quality – we will ask if he can pare down project and possibly look for an informal email vote before next meeting.

7. **Adjournment:** Next business meeting is planned for Tuesday, January 17 at 7 pm in Debra Dion Faust's classroom, room B105.