

To: IMADA Members
From: Becky Gayton, IMADA Secretary
Re: February 8, 2011 Meeting Minutes
Date: March 8, 2011

The members of the Ipswich Music, Art and Drama Association, Inc. (IMADA) convened at 7 pm, Tuesday, February 8, 2011 in the Guidance Office of the Ipswich High School. Members in attendance included: Anne Brown, Betsy Johnson, Terri Murphy, Becky Gayton, Lucy Lockwood, and Trina Schell. Representatives from the Performing Arts Department included Gerry Dolan.

President Trina Schell chaired and opened the meeting at 7:00 p.m.

1. The meeting was opened with the reading and approval of the January minutes. Betsy Johnson motioned to approve, Anne Brown seconded – motion passed.

2. New business included the following:

A. JMC Entertainment offer for a free DJ service. It was determined that there was no immediate need.

B. Requests from students for trip funding: There had been some students asking for assistance paying for their trip to England. Terri and Trina discussed the requests among the officers and did not bring the issue to the budget committee as it was earlier decided by IMADA members that IMADA would help with the extra expenses the music department will incur (such as transport to the airport, instrument rental, etc.) and not award scholarships to individual participants.

C. Anne Brown reported that the Midnight Ramblers, an a cappella group from the University of Rochester would be performing for students in school the day before the preliminary drama competition. They would perform 2 concerts, one for the middle school and another for the high school music students. Gerry Dolan used a portion of his artist-in-residence fund, already appropriated by IMADA, to pay for the visit.

D. Additional upcoming concerts include the Room Full of Blues with the NS Jazz Project to raise funds for the England trip and the Roots Concert.

E. The Boston Globe Art and Music Award recipients were acknowledged. All recipients are listed on the web site.

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

A. Checks were cut for the stage combat training and lighting request.

B. \$3,000 was written to AHSTF for the drama trip to Scotland; these are not IMADA funds, but held by IMADA on behalf of the Company.

C. The CD holding Robin Silverman Scholarship Funds came due and deposited into a savings account. There is no risk associated with the change and the renewal CD was offering the same rate of interest. This allows the funds to be more available.

D. Concessions/Roses/Messages income from the middle school production of "Alice in Wonderland" was \$1363.27 net.

E. A balance of \$26,057.77 remains in unencumbered funds. Trina Schell made a motion to accept the Treasurer's Report, Betsy Johnson seconded – motion passed.

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

A. After some challenges with positioning, the projection screens are up in the art rooms.

B. A vote was taken to fund half the amount it costs for each student to attend the Music All-State conference. Five students were eligible to audition and two were successful. This will be an expenditure of \$300 (\$150 each). Steve made the motion and Anne Brown seconded it. The vote was unanimous.

5. Old Business: Committee Reports

Budget Committee: Included with Treasurer's report.

Annual Fund Campaign: Anne Brown reported on the Annual Fund. Total deposits thus far are \$9085. Anne is preparing a second mailing to those donors who have not contributed this year. She will send the database list to Terri for mailing labels and will request letter head from Alicia.

Program Book: Nothing to report.

Thanksgiving Breakfast: Nothing to report.

Email/Website: Lucy began discussion regarding what should be done with the databases. There needs to be some consolidation before it gets out of control. Discussion continued with paper verses electronic mailings, the general consensus was that paper still makes more sense. A goal for a fall database overhaul was set.

Seat Plaque Campaign: Some discussion revolved around the new format and quality of the plaques. They are now printed rather than engraved. Alicia mentioned it gave a less valuable appearance, but the general consensus was that the wear and tear on them will require them to be replaced occasionally no matter which format they are in. As Blessington's went out of business, the new vendor does not do engraved plaques. Terri will speak with Sam Davis and see if she can find a vendor who does.

Robin's Art for the Arts: Art Show Receptions: Steve reported that the mailing went out to artists and is also available on the website. Artists can also fill out the form online which will go to Steve. Brian will contact alumni via FaceBook and will set up an event page. Steve will get the "Social Host" liquor license for the evening and will contact Ipswich Ale for donations as they donated both beer and soda last year. Paul Bedard will deliver the panels and stands for display. Anne Brown will contact Zumi's for coffee. Last year we spent \$450 on groceries and had a jar for donations. Alicia will be doing the poster and flyers and Terri will contact Mike Jones regarding the credit card machine. Additional planning meetings will be held outside IMADA regular meetings.

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

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

Scholarship Committee: Nothing to report.

Mass HS Drama Guild Festival: Terri and Trina will manage the concessions. Terri will talk to Deb Faust about ticket sales and food for the judges.

Fine Arts Award Night: Nothing to report.

Concert Clothing Closet: Open for upcoming String Festival.

Publicity: Betsy will speak to Dan about a press release announcing the new web site.

Quarterly Event Posters: Nothing to report.

Grant Writing: Terri wrote a grant to the ICC for the sign on the PAC. She requested \$500 and received \$250. They may have more to contribute; they'll let us know.

6. Fine Arts Department Updates:

Gerry Dolan reported on the state of this year's budget and the effects on the size and types of classes that will be offered.

He also brought us up to date on the England trip and the challenges relative to travel during Holy Week. There will be some additional, substantial fees associated with transporting or renting the large instruments as well.

The Tri-M group is being revamped. They are trying to turn it into a leadership training program where members are sectional leaders. Juniors and seniors would be selected based on maturity level. This gives the younger students something to shoot for. The challenge is a regular meeting time; "When can you meet with 60 kids?"

The String Fest will be held in the gym as it is now too much for the stage.

Discussion continued relative to the England trip and increased costs.

7. Adjournment:

Next business meeting is planned for Thursday, March 10, 7:00 pm in the guidance office.