

To: IMADA Members  
From: Becky Gayton, IMADA Secretary  
Re: May 3, 2011 Meeting Minutes  
Date: September 18, 2011

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The members of the Ipswich Music, Art and Drama Association, Inc. (IMADA) convened at 7:08 pm, Tuesday, May 3, 2011 in the Guidance Office of the Ipswich High School. Members in attendance included: Trina Schell, Terri Murphy, Becky Gayton, Kerry Zagarella, Anne Brown, Betsy Johnson, Steve Vega, Tracy Halliday, Jim Prato and Kathy Butler. Representatives from the Performing Arts Department included Gerry Dolan.

President Trina Schell chaired and opened the meeting at 7:08 p.m.

1. Jim Prato was invited to open discussion as he was at the meeting with a specific request as a representative from the ICare Group. The wind turbine is being dedicated on 6/18/2011; he is looking for a music group for the event – singing or band. It was suggested that he speak to Gerry Dolan. Betsy suggested that a group of seniors be organized as they will already be out of school at that time. Mr. Prato will contact Gerry directly.

He also opened some discussion relative to an informal “Coffee House” type music venue. Students as well as adults would be welcome to perform. He was looking for an opinion, discussion was all positive. He will keep IMADA informed.

2. April 2011 minutes read. Steve motioned to approve, Trina seconded – motion passed.

3. The meeting continued with Terri’s presentation of the April Treasurer’s Report (attached)  
Income included **Arts for the Arts** and deposits made by the Company for the Scotland trip.  
Expenses included the costs associated with **Arts for the Arts**. Alex Buckland made it to Art All States, IMADA paid \$125.00 to help with the cost associated with his trip.  
The only expense still pending for music trip is to reimburse Gerry his out-of-pocket expenses for excess baggage (instruments).  
\*Note relative to the England trip, both the rentals for the instruments and the bus rentals came in under budget.

Total for all accounts is \$80K with approximately \$53K allocated.

Expected income includes \$2K from the Institution for Savings for the fall concert and \$750 for the new sign.

This leaves approximately \$27K in unencumbered funds.

Anne Brown moved to approve the report, Betsy seconded, the report was approved.

4. Terri reported on the Budget Committee updates and recommendations.  
A. Plaster casting medium for Brian Carmen’s Class - \$118.00 – motion to approve not needed as the expense is below \$150. Trina approved.  
B. Ginger Eaton and Gail Pepe are requesting \$150 for a bus to take MS and HS students to the Chihuly Exhibit. Students will pay \$8.00 each for the entrance fee and Gail will contribute some remaining funds in her budget. All budget committee members approved via email. Steve motioned to accept, Anne seconded – motion carried.  
C. The third request is from the Becky Gayton for a DVD/CD duplication machine to continue making CDs and DVDs of school performances. Some discussion relative to the amount earned by the effort ensued. Becky noted that it wasn’t so much a fund raiser as a service provided by IMADA. Steve suggested that we consider making CDs and DVDs of all performances. The

budget committee is in favor except one who would only approve if there is a “compelling need.”  
Betsy motioned to accept, Tracy seconded – motion carried.

## **5. Old Business: Committee Reports**

**Budget Committee:** Included with Treasurer’s report.

**Annual Fund Campaign:** Nothing to report

**Program Book:** Terri will not be able to manage the Program Book project this year as her students have graduated and she will be occupied with other tasks. Anne Gram said she will continue as long as Alicia does. A sub-committee will gather to determine what the best course of action will be. Some discussion revolved around the possibility of going to a more digital/online form of the book rather than the copy given at performances. All additional possibilities were tabled for the subcommittee to look at more closely.

**Thanksgiving Breakfast:** Nothing to report.

**Email/Website:** Nothing to report.

**Seat Plaque Campaign:** Nothing to report.

**Robin’s Art for the Arts: Art Show Receptions:** Terri reported on the income and expenses as part of the Treasurer’s Report. There were 90 bidders this year.

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

**Front-of-House, High School Play:** Trina is managing and looking for bakers.

**Scholarship Committee:** Meeting next week. 16 applicants.

**Mass HS Drama Guild Festival:** Nothing to report.

**Fine Arts Award Night:** Set for May 23 with Kerry Zagarella and Terri Murphy coordinating.

**Concert Clothing Closet:** Open for upcoming String Festival.

**Publicity:** Nothing to report.

**Quarterly Event Posters:** Nothing to report.

**Grant Writing:** Ann Brown is writing to EBSCO for a grant. Terri applied to Google Grants who would give us credit transactions at no charge. Terri applied to the Lions Club for PAC sign.

## **6. Other Business:**

**Sign:** Terri will get in touch with Rick to get on the School Committee about approving the sign. We should also take advantage of that meeting to get “official” approval for all our other gifts this year.

**Briggs CD Project –** This project features an organist at the Ascension Church selling CDs – they are looking for an IMADA sponsorship. Discussion relative to the IMADA mission and what our involvement would entail ensued. We determined it would be best to decline involvement as it is not part of IMADA’s mission since there was no student involvement.

**Year End Social –** Trina offered to host the social at her home this year rather than to have volunteers and teachers pay for their dinner. Social date was set for June 21<sup>st</sup>.

## **7. Fine Arts Department Updates:**

Gerry Dolan reported on the success of the England trip. The concerts went well and raised the level of performance. The tour company was outstanding and they took care of everything.

Budget information included the notification that they will be restoring choruses at the elementary schools but not at equal levels. Doyon needs more time. Scheduling is being worked on.

Jessica Billings-White is leaving on maternity leave (she is due Sept. 1) and there is a search for a temporary replacement. They have some leads from the search that lead to her being hired.

**8. Adjournment -** Next business meeting is planned for Thursday, September 20, 7:30 pm in the Cafeteria – Open house at 6:30.