

To: IMADA Members  
From: Trina Schell, IMADA President  
Re: September 20, 2011 Meeting Minutes  
Date: September 27, 2011

\*\*\*\*\*

The members of the Ipswich Music, Art and Drama Association, Inc. (IMADA) convened at 7:10 pm, Tuesday, September 20, 2011 in the Cafeteria of the Ipswich High School. Members in attendance included: Trina Schell, Kerry Zagarella, Anne Brown, Betsy Johnson, Steve Veiga, Lucy Lockwood, Sandy Bemis, Meredith McMorro, Susan Hill Dolan, Alicia Zampitella, and Kathy Butler.

President Trina Schell chaired and opened the meeting at 7:10 p.m.

**1. Minutes from May 3, 2011** meeting were reviewed and approved. Trina Schell made a motion to approve. Betsy Johnson seconded.

**2.** The meeting continued with review of the **Treasurer's Reports from May, June, July, and August** (attached). In Treasurer Terri Murphy's absence, Trina Schell led review.

Particular note was made of the Princess Plays income/expenses (\$635.50 grant total net income) and the IHS Music Trip Final Accounting (\$10,461.54 matching total income and total expenses)--both attachments to the May Report. Sandy Bemis made a motion to accept the May Treasurer's Report and Lucy Lockwood seconded; the report was approved.

The June and July Treasurer's Reports were approved. Lucy Lockwood made a motion to accept both reports and Trina Schell seconded.

In the August Treasurer's Report, it was noted that the \$7,000 loan to The Company (made in June 2011) for the final trip payment to the Fringe Festival in Scotland was paid back in full. As of September 14, 2011, the Drama Account had a total of \$233.15 to help fund the December production of *My Fair Lady*. The Company will continue to fundraise this fall for the production. It was also noted that the total available in IMADA's account after "Upcoming Income and Expenses" is \$39,029.39. Steve Veiga made a motion to accept the August Treasurer's Report, Sandy Bemis seconded, and the motion passed.

### **3. New Business**

Fall Concert Chair Steve Veiga led a review of the **9/9/11 PROJECT Trio concert**. All agreed that it was a wonderful concert that attracted an age-diverse audience (elementary school students all the way up to senior citizens). While we did not make a lot of money in donations, the concert was a public relations success.

The group went on to discuss whether or not we should host free community concerts in the future. It was decided that we should take up the matter at a future meeting and consider hosting a fundraising concert (with a ticket charge) and a free concert in the same year.

Trina Schell acknowledged that the **Performing Arts Center sign** was completed and in place on the side of the building. Thanks to Ipswich Cultural Council and Institution for Savings for grants to help make the sign possible..

Annual Fund Chair Anne Brown reported that approximately \$4,000 had been received from this year's **Annual Fund Drive**. This amount is in keeping with last year's Annual Fund progress.

Trina Schell reported that **program book** advertisers continue to send in ad renewal forms. Tom Murphy and Trina Schell will follow up with those businesses we solicited but haven't heard from yet. Becky Gayton has communicated with fine arts faculty about biographies and schedules for the front part of the program book.

Lucy Lockwood continues to work on **recruiting new IMADA volunteers**. She will continue to staff a table at upcoming concerts and other school arts events. She noted that the IMADA table at these events also increases IMADA's visibility in the community.

As part of the effort to increase IMADA's visibility (and perhaps bring in a little revenue), Lucy suggested we print an IMADA t-shirt, which we can sell and wear at different events while working (drama front-of-house, staffing info tables, etc.). The group supported the idea and agreed to take up the discussion again at the October 4 meeting to share design ideas. Alicia Zampitella agreed to contact Brian Carman about reviewing existing high school artwork for consideration.

There was one **budget request** submitted by the visual art teachers to attend a spring conference in New York. The group voted to spend up to \$1,500 to defray their expenses to attend. Betsy Johnson made the motion, Anne Brown seconded, and the motion passed.

**4. Adjournment** at 7:55 pm- Next business meeting is planned for Thursday, October 4, 2011, 7:00 pm in the high school guidance room.