

**Association of Music Parent (AMP) Board Meeting Agenda
September 30th, 2020 at 7pm via ZOOM**

1. **Call to Order**—Susan Blatt START: 7:04PM
2. **Review and approval of minutes from the last meeting of AMP**
3. (September 2, 2020) 1. Janet Wuertzer 2. Mary Campagna Unanimous Approval.
4. **Presidents' Report - Susan Blatt** Sharing a thank you note from the district for our partnership and donation to Glenbard West. Jon and Susan will be doing a split-screen Zoom info video to AMP to send out to parents. Had meeting with him and will be recording it next week. Hopefully, will address some of the questions as well as kickoff fundraising. Interested in what we're fundraising for and what that number is....\$12,400 to cover scholarships and awards. Ongoing=yard sales, scripps, dining night out. New=spirit wear, Market Day, Butterbraids, etc. NP asks where do we get signs? SB Answers 'Shanna Faris is holding on to them after buying lots at a good price. They're in her garage.'
5. **Vice Presidents' Report**—
 - **ORCHESTRA: Amy Goodman** = Orchestra is going great. Sounds good through the stethoscope. Audit was fun
 - **BAND: Janet Wuertzer** – Marching Band had their performances of three mini bands. Lots of parents around perimeter and happy to hear music on the field. Thank you to Mr. Walsh, Ortega and Burkemper for keeping the kids out on the field. No update on her portion of audit but is scheduled for the next week or so.
 - **CHOIR: Melissa O'Neill** NOT PRESENT
6. **Orchestra Director's Report** – Bill Ortega
 - Chamber Orchestra (freshmen)
We've been working on technique and solos during class. The students have used the app BandLab which allows them to collaborate online with other members of class.
 - Concert Orchestra (sophomores, juniors, seniors)
We've been working on technique and ensembles using the online app BandLab during class. Students created an eight-measure collaborative ensemble performance last week. Both classes use the app Sight Reading Factory which generates melodies for the students to perform at sight.
 - Illinois Music Educators Association District 9 Auditions/Festival
 - Nominations/videos are being accepted between now and October 15.
 - Interested students will make a video of their audition which we will then upload to ILMEA.
 - For those accepted, the all virtual festival will be Saturday, November 21, 9:00am – 12 Noon and will include an opening motivational speaker and masterclasses.

7. **Choir Director's Report**—Andy Jeffrey

Past

Zoom choir looks like lots of recordings and listening to students and giving feedback

Lots of trying to figure out processes and best practices

Incorporating band lab, Sightreading Factory, quartet collaborations

Upcoming

Tomorrow night - first choir sing 7-7:15 on circle drive

Friday - homecoming drive through pep rally - 5:30-7:30 - choir will at roundabout on Crescent

ILMEA auditions in October - these will be fully remote this year

Choir concert - mid-October week of the 20th - virtual choir and recordings along with videos of student work

8. **Band Director's Report**—Jon Walsh

Completed

Open House - Video and folder in schoology

Marching Band - rehearsals and performance ahead

Upcoming

Cookie Dough finishes Saturday

First Solo Night - sometime next week

ILMEA Virtual auditions

Hopefully some solo duet performances as well

Hybrid starting hopefully sometime in October

9. **Corporate Treasurer's Report**—Mary Campagna (see data at end of minutes) Not much activity happening. One thing to notice are two outstanding checks from April, they're scholarship instructors. Corporate Audit completed with Amy and Melissa and the only thing they found 'off' were the two outstanding checks. They are from two Orchestra Teachers and Bill Ortega will follow up on them.

10. **Student Account Treasurer's Report**-Heidi Hoppe NOT PRESENT but sent the following notes: Making progress on the new spreadsheet and will have senior donation numbers from last year very soon.

11. **Secretary's Report**—Wendy Garland (nada)

12. **Committee Reports**

a) **Volunteer Coordinator**- Cherri Morawski NOT PRESENT

b) **Social Committee**- Shana Faris NOT PRESENT

c) **Fundraising** – Nancy Perlman Monday, 10/19th form 4-8pm we will have a Chipotle fundraiser. Over \$150 sales, we get 30+% and you can order online with promo code. Fundraiser not good for delivery. Eblasts with Sharon and Janet will blast it out on social media. Great that they reached out to us and wanted to do fundraising. Other restaurants, Raising Cains, Oberweis, Chipotle. JWuertzer had a tough time supporting at Chipotle last

night for another club's fundraising. Didn't run well and left after 15mins and moving 5 inches just "Food for Thought"

- d) **Annual Contributions – Lisa Estes** One donation, so far. In her transition training, wasn't aware that they could get them through the AMP website. Sherry Scheller is getting the alert and it should be changed to Lisa Estes. They're going to the Stripe account still, tho, so that's good. Lisa Cardwell will reach out to Ginna about changing the code for that with info that Lisa Estes will share with her. When Greens start selling, it'd help to have a separate page for them on the website so we can get to the Stripe account....where we control the incoming money. Up until now, Greens have been all checks, cash and electronic is needed now. Is there also a work around to use ApplePay on this, too. LE – 2.9% fee on all the cc transactions? JWalsh felt AMP ate it. LE-if someone uses a debit instead of credit, it's .25 instead of 2.9% LE-ApplePay only good on phone or ipad.
- e) ~~Marching Band volunteers~~ – Wendy Garland
- f) **Great Lakes Scrips** - Pam Kelleher NOT PRESENT
- g) ~~Barone's~~ – Lee Fruit
- h) **Greens** – Pat Meyers Herlihy's reached out to find out to vendors and will get hands on a flyer. Just need to know how to have people pay. Will need in Online store. Lisa Cardwell will, once again, reach out to Ginna to get this up asap. Start the teaser before we need to get the money changing hands.
- i) **Communications** – Sharon Ick Received all emails for students. 521 emails doubled our constant contact contract so we have 496 after trimming. Have a communication to start on 10/5. Contact her to include in eblast.
- j) **Yard Signs** – Shana Faris NOT PRESENT contact her for a sign if you want one.
- k) **Sweatshirts** – Wendy Garland Link will be live this weekend with the a slew of items shared in Zoom meeting. All will be delivered to Wendy's house and then a pick up will be coordinated. All items were upsold so a small profit could be had.
- l) **Marketing/Promotion/Website** – Lisa Cardwell Made some updates to the website and added the Marching Band performance and some older pics. IF any choir or orchestra pics, please send. Financials updated
- m) **Cookie Dough** – Cathy Basso (fall activity) Order due Saturday, 10/3. Not a good turn out. WG mentioned that communications should go out to parents to ask their kid about it. Parents, freshman especially, will want to know all the money goes to them, not to AMP
- n) **Market Day** – Susan Blatt Up and running. Tested the program, one week to deliver and stays frozen for a long time.

- o) **Poinsettias** - Susan Blatt (late fall activity)
- p) **Butterbraids** - (spring fundraiser) BBF (Butter Braid Friend) emails her weekly and Marie says we can do at any time throughout the year. Decided to start sale sooner than later for a couple reasons: 1) people home for holidays with COVID and might be something they'd want. And 2) could always do 2x for the year if it goes well. Susan looking into November date so would have delivery for holidays.
- q) ~~**Concessions**~~
- r) **Madrigals/Cabaret Night (spring activity)**
- s) **Program Ads** – Lindsay Pekny NOT PRESENT

Unfinished Business/New Business:

If we could find a place to meet, how does everyone feel?
BO says just Zoom.

Adjourned: 8:04pm

<u>2020/2021 Meeting Dates:</u>	
Aug 12	@ 7pm
Sept 2	@ 7pm
Sept 30	@ 7pm
(changed from 9/28)	
Nov 4	@ 7pm
Jan 6	@ 7pm
Feb 3	@ 7pm
Apr 7	@ 7pm
May 5	@ 7pm
May 26	

**Glenbard West - AMP
Bank Reconciliation - Corp. Acct.
8/31/2020**

Bank Balance as of 8/31/2020	\$10,460.74
Outstanding Checks	
<u>CK #</u>	<u>Date</u>
2043	04/16/20
2046	04/16/20
<u>Description</u>	<u>Amount</u>
Barbara Farley	(135.00)
Dave Orlicz	(135.00)
Total Outstanding Checks	(270.00)
Adjusted Bank Balance	\$10,190.74

AMP Income Statement: Corp
9/28/2020

		FORECAST	ACTUAL	
		2020-21	2020-21	DIFFERENCE
Contributions:	Membership	\$ 7,500.00	\$ -	\$ (7,500.00)
	Company Match	\$ 1,500.00	\$ -	\$ (1,500.00)
	Total Contributions:	\$ 9,000.00	\$ -	\$ (9,000.00)
Fundraising:	July 4th Concessions	\$ -	\$ -	\$ -
	Football Concessions	\$ -	-	-
	Cooking Skills Academu	\$ 1,200.00	-	(1,200.00)
	Program Book	\$ 600.00	-	(600.00)
	Restaurant Nights	\$ 500.00	-	(500.00)
	Scrip	\$ 1,200.00	(347.07)	(1,547.07)
	Spirit Wear	\$ 250.00	-	(250.00)
	Unused Student Acct \$	\$ -	-	-
	Yard Signs	\$ 500.00	-	(500.00)
	Other	\$ 2,000.00	-	(2,000.00)
	Total Fundraising	\$ 6,250.00	\$ (347.07)	\$ (6,597.07)
Interest Income		\$ -	\$ -	\$ -
Other		\$ -	\$ -	-
Total Income		\$ 15,250.00	\$ (347.07)	\$ (15,597.07)
Scholarships:	Drum Major Camp	\$ -	-	-
	Lessons	\$ 10,000.00	(135.00)	(10,135.00)
	Senior	\$ 2,400.00	2,400.00	-
	Total Scholarships	\$ 12,400.00	\$ 2,265.00	\$ (10,135.00)
Marching Band:	Band Camp	\$ -	\$ -	\$ -
	Uniforms	\$ 500.00	-	(500.00)
	Show T-Shirts	\$ 1,700.00	-	(1,700.00)
	Other (band day)	\$ -	-	-
	Total	\$ 2,200.00	\$ -	\$ (2,200.00)
Expenses:	Awards	\$ 1,000.00	\$ 2,431.00	\$ 1,431.00
	Marketing/Admin	\$ 600.00	192.00	(408.00)
	Government Fees	\$ 50.00	28.00	(22.00)
	Other	\$ 750.00	-	(750.00)
	Total Expenses	\$ 2,400.00	\$ 2,651.00	\$ 251.00
Total Expenditures		\$ 17,000.00	\$ 4,916.00	\$ (12,084.00)
Income/(Expense)		\$ (1,750.00)	\$ (5,263.07)	\$ (3,513.07)

Outstanding checks as of August 31:

2043	Barbara Farley	04/16/20	(135.00)
2046	Dave Orlicz	04/16/20	(135.00)