

**MINUTES FROM THE MEETING OF THE PARENTS OF PERFORMING STUDENTS
BOARD OF DIRECTORS MEETING**

**THURSDAY, MARCH 6, 2017 AT 7:00pm
WELLESLEY HIGH SCHOOL LIBRARY: 1938 Room**

A meeting of the Board of Directors (the "Board") of Parents of Performing Students ("POPS") was duly held on Thursday, March 6, 2017 in the 1938 Room of the Wellesley High School Library. The members of the Executive Committee of the Board present for the meeting present and participating were:

Darlene Howland, President
Patti Ayer, Vice President
Peggy Ho, Secretary
Michael Scholl, Treasurer
Denise Grossi, WHS Drama Rep

Sabrina Quintana, Director of Performing Arts and Sergey Khanukaev, Orchestra Director, attended by invitation and participated throughout.

Other participants included: Elaine Gillim, Anne-Marie **Zuchowski**, Amy Zhang, Ann King, Myra Tucker, Jason Kim, Phyllis Hill, Lisa Dalrymple, and Linda Messoro

At 7:16pm, Ms. Howland noted that a quorum was present and called the meeting to order.

Ms. Howland began the meeting by welcoming all present and inviting introductions by all participants in the room.

After introductions, Ms. Howland asked for comments or questions regarding the minutes from the last meeting. There being no discussion, upon motion duly seconded, it was **VOTED** to approve the minutes from the previous meeting.

Ms. Howland then requested a report from the Treasurer.

Mr. Scholl stated that we are in solid financial strength and reviewed the income and expenses set forth on Exhibit A hereto. He noted that we have a \$5K positive variance to the budget due solely to savings gained in attire. Approximately \$4,000 of the \$9,483 donation amount listed were received as cash donations at the door. Other significant donations received in this fiscal year include grants from Wellesley Bank (\$1,500) and the Wellesley Turkey Trot (\$2,400).

Assuming an appropriate minimum balance of \$7,500 and anticipating \$5,000 in additional costs, Mr. Scholl suggests that approximately \$19,000 will be available for grants this year.

Mr. Scholl noted that we do have our corporate filings updated with Massachusetts. Our taxes are in process and being reviewed by our CPA.

Ms. Howland asked that each POPS representative send any performing arts parent emails that they have to the POPS Gmail account so that this can be consolidated into a parent mailing list.

Ms. Howland then explained that a conflict of interest policy and acknowledgement form has been created, as is customary for most non-profits. Each member of the executive committee (which is responsible for the financial decisions) will sign a conflict of interest form.

Ms. Howland turned to an overview of recent performing arts performances. One exciting series was the step-up concerts where 8th graders are invited to join the high school students for a concert. Great receptions were held for the parents and students, and the eighth grade parents felt very welcomed. POPS has also started giving

flowers to the teachers after concerts, and the teachers greatly appreciate this. Ms. Howland noted that we would like to continue both initiatives going forward.

Acastock was held on Friday night – it was sold out and showed great enthusiasm from the community for our choral groups.

Ms. Howland asked Ms. Quintana to provide a Performing Arts Director's update. Ms. Quintana highlighted that the IVEP program has gone up by 30% in enrollment over last year. The increase appears to be at the younger ages. Discussion ensued as to how this increase may be leveraged to fund other needs in the arts program.

With respect to the school budget, the proposal to make Brian McManimon full time has survived so far. Ms. Howland thanked the board, and the efforts of Elaine Gillim, the POPS Advocate, in particular, for the strong support. Our multi-year plan will be to continue our advocacy to support the administration to get the school committee and town budget to where it needs to be in terms of funding the performing arts.

Five students have made it to the All-Eastern Conference, and the Rice Street Singers have been invited to perform. This event will take place in Atlantic City in April. We expect to have an article in the Townsman about All-Eastern. Ms. Gillim also raised the prospect of identifying a corporate sponsor to help students make the trip. Ms. Quintana will undertake to explore options.

Ms. Gillim then provided a POPS Advocate update. She attended school committee meetings and also had students attend and speak. She led an email campaign asking supporters to email school committee. The good news is that through these efforts, Brian's full time status has been maintained. Moreover, POPS has left with a good relationship with the school committee. The bad news is that the school committee did cut items from the performing arts budget to meet their budget, while no items from the athletic budget were removed. Ms. Gillim encourages Ms. Quintana to coordinate with teachers to make grant requests to POPS to cover the items that have been cut.

Ms. Gillim also noted that the stipends paid to performing arts teachers are far lower than stipends paid to athletic coaches. Discussion ensued as to the role of POPS as advocates with the school committee.

Ms. Ayer provided an update on the upcoming Cyclebar fundraiser on March 19 at 1:30pm. The community is invited to pay \$20 to ride a bike. Individuals can also sponsor a teacher. She encouraged all board members to sign up and encourage their kids to sign up. There will be a social following the cycling event. At last count, there are 11 people signed up. There are 50 bikes available.

Ms. Grossi then provided an update on concert attire. For years, POPS has been the conduit to help manage concert attire process – help them make sure kids are dressed properly. POPS collects money, measures kids, and orders and distributes clothing. This is an antiquated process and we are trying to modernize the process through the POPS website, etc. Ms. Howland asked those with any experience with this type of process to please share any relevant information.

Ms. Ayer discussed the WHS performing arts banquet. This is the end of year performing arts banquet where the seniors are honored. Teachers have requested a fun celebration for the kids – they no longer want certificates or pins for the kids. In the past there has also been a cost for attendance which may have been deterring attendance. We would rather throw a banquet that is lower cost so that we do not need to charge admission. Anna's Taqueria will again be donating 400 burritos and guacamole. After discussion, the Board agreed with this idea.

Ms. Howland and Mr. Scholl discussed protocol for targeted donations – e.g. if a parent wants to give a restricted gift for something specific. They are reaching out to the school system and other non-profit boards (e.g., PTOs) to get a sense of how this can be done. Once we have a process, we will publicize the protocol. It was recommended that restricted funds be kept as broad as possible – we want to avoid having half-funded projects where moneys are tied up. This topic will be taken offline and a policy will be developed.

Ms. Howland reported on behalf of the WMS team that the Middle School spring show – *Lion King* – is off to great start with a phenomenal cast. The theater bundle is up, and they are already doing costume inventory.

WHS Winter show and drama festival – the winter show will be next Wednesday and Thursday. This is a self-scripted show called *Now in Color*, and this year's theme focuses on the experience of being in METCO program in WPS. After it is performed at the high school, it will be performed at two drama festivals. We did receive a \$500 donation from Wellesley Gentleman's Society to support the show.

The dance performance, *Footnotes*, is coming up – Janet, Amy, and Anne-Marie are busy supporting this. The Board indicated a desire to give support to the dance program and discussed ways to promote the show.

Ms. Howland announced that we now have an application form and grant guidelines. We will send the documents out to teachers and reps and have reps be advocates for their particular teacher. The grant timeline is on the back side of the guidelines. Applications are due at the end of March (to be submitted to rep and Sabrina). Sabrina will review and prioritize the list. POPS executive committee will prioritize grants and make final decisions (we will wait to see what WEF funds before making our decisions).

Two seniors are working with Darlene and Patti to work on fundraiser for POPS. This will be a community event – likely a coffee house event. Money will be raised to support POPS.

Ms. Howland noted the need to discuss who will be continuing on the Board next year and what slots will need to be filled. She is looking to get started soon so that we can approve slate for executive committee in June

Ms. Howland closed the meeting, reminding the Board that we need a spring social gathering and are looking for a host.

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There being no further business or action before the Board, the meeting was adjourned at 9:10pm.