

## MINUTES TO BOARD OF DIRECTORS MEETING

*Tuesday, June 12, 2018 7:00 pm at the home of Darlene Howland 57 Whittier Road*

**In attendance:** Darlene Howland, Linda Messore, Patti Ayer, Denise Grossi, Heather Shaefer, Mike LaCava, Myra Tucker, Elaine Gillim, Jonathan Gillim, Molly Coté, Dawna Dewire, Marisa Gandler, David Homa, Tricia Kennedy, Kim Hornung, Mary Gard, Lesley Prowda, Laurie Kelley, Brian McManimon, Kevin McDonald, Kara Sullivan

### **Welcome & Introductions**

*Darlene Howland*

Darlene opened the meeting & welcomed everyone. She thanked everyone for all of their contributions to Performing Arts this year.

### **Secretary's Report & Approval of Minutes**

*Linda Messore*

Linda Messore sent around sign in sheet and asked for a motion to accept the minutes from the February meeting. Patti Ayer made the motion and Laurie Kelley seconded – the motion was unanimously passed and the minutes were accepted.

### **Treasurer's Report**

*Myra Tucker*

Myra was happy to report that we gave out \$37,000 in grants this Spring. Details can be found on the website. We will start the year with \$5,000 - \$7,000 in the Fall.

### **President's Report**

*Darlene Howland*

Darlene reviewed highlights of 2017-2018:

- WE APPROVED A NEW POPS LOGO
- THE WEBSITE WAS REVIEWED AND IMPROVED
- COMMUNICATION AND ADMINISTRATIVE PROCESSES WERE REVIEWED FOR EFFICIENCY – AND SOFTWARE LIKE FLIPCAUSE AND CONSTANT CONTACT ARE UNDER REVIEW FOR USE
- WE INSTITUTED A NEW ANNUAL TRADITION OF HOSTING A DECEMBER APPRECIATION LUNCHEON FOR WPS PERFORMING ARTS STAFF
- WE UPDATED JOB DESCRIPTIONS
- ... AND WE HAD FUN DOING ALL OF IT!

Darlene acknowledged Michael Scholl and Denise Grossi for the work they have done over the years for Performing Arts as they move on from POPS. She acknowledged the work done by Sue Kinney who will no longer have a student in WPS but will continue to coordinate Social Media for POPS.

### **Director of Performing Arts Update**

*Mike LaCava*

Mike reviewed the WPS Performing Arts year – the shows, the concerts, the competitions etc. The staff was sincerely appreciative of this year's grants. He happily announced that Kara Sullivan would fill the open WHS Drama position and that the search for the WMS opening would commence shortly. He and the Performing Arts department are excited about what is on the horizon for next year.

## ♪ **Thank You's & Recognition**

*Patti Ayer*

Patti presented Darlene Howland with a beautiful POPS music box to show our appreciation for all of her efforts as President, Drama Rep and all of her contributions to POPS. Darlene presented Patti Ayer with a beautiful POPS kitchen tile for all of her efforts as Vice President. Denise Grossi was presented a framed picture in appreciation for all of her work as Drama Rep as she moves on from POPS this year. Brian McManimon and Allison Madden were acknowledged for all of the work they do “behind the scenes” to keep Performing Arts events and activities execute successfully. Mike LaCava was thanked with a plant for all of his tireless administrative work as PA Director.

## ♪ **Vote on the 2018-2019 Executive Committee**

*Darlene Howland*

Darlene presented the slate of officers for 2018-2019:

- Co-Presidents: Patti Ayer & Molly Coté
- Treasurer: Myra Tucker
- Secretary: Linda Messori
- Publicity: Sue Kinney
- WHS Drama Rep: Heather Schaefer
- Past President: Darlene Howland

Elaine Gillim made a motion to approve the slate of officers, Tricia Kennedy seconded and the motion passed unanimously.

There was no new business. Darlene Howland made a motion to adjourn which was seconded by Heather Schaefer and passed unanimously. Another successful POPS year concludes – on to 2018-2019!

*Minutes respectfully submitted by Linda Messori, POPS secretary.*