

Leigh High School
Performing Arts Parents Association

Minutes of Regular Membership Monthly Meeting
Meeting Date: Monday, December 5, 2016
Call to Order: 7:03 pm
Conducted By: Stacey Taylor, President
Minutes: Sherry Sutterfield, Secretary

I. December 2016 MINUTES

Stacey Taylor

Opening: Discussion of agenda for meeting. Opened the floor for discussion about November 7 minutes, any corrections or comments, motion to move from draft to approved.

Randi requested amendment to November meeting minutes, motion seconded.

Motion to approve November 7, 2016 Meeting Minutes:

Motion PASSED

II. Treasurer's Report - Budget

Lisa Stenfort

- Sources of donations (class donations, drama musical theater) had a budget of \$2,000 and the final came in at \$5,000
- The haunted house profit was \$9,912.42.
- We are seeing a lot more matching gifts this year and will continue to encourage that. We'll put a \$1,000 in the budget for that and we're already at \$1,200.
- Projecting a total income of \$150,000. Our actual income now \$139,800, but we do have a grant that we received from the community for \$2,000 and we still have \$8,000 from matching gifts. By June we should hit the \$150,000.
- Currently our expenses are at \$139,000 but busses have not been paid for yet for the last couple of competitions, which should be \$3,000-4,000.
- There was a generous donation made by a family to make sure that everything was covered at the end of the season. Now we will be in the black which is going to allow Alex to start planning for next season.
- We are also looking into selling our props.
- We had a surplus last season of about \$10,000 which we were able to use to start paying for this season. Ideally, we will do that every year. This year we used \$4,000 of that money to purchase folders. We would like to donate \$3,000 to purchase the rest of the folders.

Randi would like to propose that we approved \$3,000 to purchase the remaining music folders, motion seconded. Motion PASSED

III. Marching Band Season Recap:

Ron Blumstein

Just shy of 120 kids who participated. We participated in five competitions.

- Riverside we took 3rd place
- The final competition at Logan we took 4th place, with only a ½ point from 3rd
- Los Gatos Parade we got the top overall band in the parade which used to be called sweepstakes. We got 1st for ID unit, drum major and flag team. We got 2nd for the rifle team.

IV. Fundraising Update:

Randi Adams

- *Crab Feed* – we have received over \$6,000 worth of donations so far. Any help is greatly appreciated.
- *5k Stampede Run* – working on contacting AVAC to get their name and logo on earlier so that they benefit also. Would like to see if we can get the cast from Legally Blonde to perform. Looking into getting food trucks at this event.
- *Guard Evergreen Fundraiser* – Wrapping up fundraiser
- *ACTS Fundraiser Bake Sale* – Raised \$1,100
- *Butterbraids* – Raised \$800 (budgeted for \$1,000)

V. District Meeting Update:

Randi Adams

To sum up everything that we did last year was incorrect. With the new administration everything is new again. We only have one booster club so we only send in one application. Everything has to go through Home and School Club and then to the District. Which means constitutions and bi-laws, if a group is not in Home and School Club they don't have bi-laws we have operational guidelines.

Certificate of Liability Insurance was discussed. PAPA should fill out a form on the website to register each piece of equipment, we will then we a bar code sticker from the District. This is how that piece of equipment will be covered.

Each item should be inventoried once a year, items \$5,000 or more shall be depreciated. Items left on school property is considered school property even if it's not bar coded. Received conflicting information. We should have an inventory of all items. None of the schools knew anything of this.

It was highly recommended that each booster club carry an officer insurance so that we're not liable. PAPA is covered because we have our own insurance.

We need three pages for a fundraiser. One page describing the fundraiser, one page listing the division of the money raised and one page of the budget.

Workshops – the district would like to have workshops for all of the booster clubs. They'll have a workshop in the spring on fundraisers.

Each booster club has to create a gmail account so that everyone is in one community.

District wants the booster club application sent in May, prior to the school year starting and that will include all fundraisers and budgets.

Invoices for janitorial services – we are receiving invoices for janitorial services that were not budgeted for. The goal is that this is budgeted prior to the season starting. Don't pay any bills at this point. Working on getting this policy defined.

VI. Home and School

Ann Auld

- Stress Free Week – most teachers still giving homework. Apparently, it was a suggestion and not mandatory
- AA Passed – please participate in the survey so that it can be determined where the money will be used
- The water stations and bathrooms will be updated by the District and will not come out of our budget
- Guidance Counselors – working on a college night in the spring, mostly for technical schools

VII. Drama/Theater Arts

Bryan Ringsted

- Fall play – Rosencrantz and Guildenstern Are Dead opens December 2 and runs through December 10
- The theater event that is usually at Del Mar is going to be moved to Leigh this year on January 20, 2017.

VIII. Marching Band

Marching band clean up on Saturday, December 10. Clean out trailers, get props ready to sell, launder uniforms, volunteers needed.

Trailers belong to PAPA so are available to all organizations including drama. Auditions coming up for Legally Blonde. There are lots of parts available, encourage kids to audition. There is always a tremendous need for boys.

Schedule is online for Winter Percussion. Theme: Harmony in Motion. Costumes are in final design. Estimate 32 kids participating.

Alex Christenson:

Two concerts coming up on December 12 and 13. I have already cut next year's show, designed our props and sent off our copyright requests. We are going to have a concert/choir meeting the first week of January to discuss a trip that we're taking to Anaheim.

I'm auditioning three groups right now. I have 40 kids auditioning for 16 spots.

Blossom Hill Festival – Friday, January 20

IX. Winter Guard

Leslie Sugai

First practice December 6. Don't know how many kids will participate until we see who shows up to practices.

Motion to adjourn meeting: 8:23