

DRAFT

Performing Arts Parents Association

Minutes of Membership Monthly Meeting

Meeting Date: Monday, Oct 7, 2019

Called to Order: 7:05 pm

Attendees: approx. 25

Conducted By: Stacey Taylor, President

Minutes: Kristine Grim, Secretary

Today's Agenda

- ▶ Approve Minutes
- ▶ Alumni Group
- ▶ Sweet Dreams Leigh Mattress Sale
- ▶ Theater Update
 - ▶ Freaky Friday
 - ▶ Haunted House
- ▶ Winter Percussion Update
 - ▶ Approve budget
 - ▶ Recap parent survey
- ▶ Marching Band Update
 - ▶ Benefit show
 - ▶ Trunk or Treat
- ▶ Music Concerts

August and September Meeting Recap

- | | |
|---|--|
| <ul style="list-style-type: none">▶ August<ul style="list-style-type: none">▶ 2018-19 Budget approved▶ Annual Goals approved▶ Recapped what was needed for BTSN and Rummage Sale▶ Reviewed upcoming September Events▶ Reviewed processes for communications | <ul style="list-style-type: none">▶ September<ul style="list-style-type: none">▶ Shared PAPA financial state with members▶ Discussed <u>volunteer& fundraising opportunities</u>▶ Presented Capital Campaign writing need▶ Held Mattress Sale “Rally” |
|---|--|
- *Minutes, Budget, and Goals can be reviewed on the PAPA website



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Sandra proposed to approve the minutes for August & September, seconded by Todd M. Motion passed.

Kristine send minutes to Sonja for posting to PAPA website as ' Approved.'

PAPA Alumni Group

- ▶ Online community to keep PAPA alumni connected
- ▶ Posts are about alumni get togethers and events
- ▶ Opportunity to share pictures and post details about Leigh activities



PAPA ALUMNI GROUP

- Genesis: when students graduate, parents disappear too.
- Darlene established an online community to stay connected
 - For social, alumni get-togethers and events.
 - Current PAPA members with alumni status as well should be welcomed.
- Private, but not Secret. Search for group and ask to join or be invited.
- Opportunity to share pics and post details about Leigh activities
- Facebook page at this time
 - Different from Student Alumni - are we excluding student email since they haven't given explicit permission to receive emails.
 - Not necessary, the majority of students would be 18 & adults.
 - Students can unsubscribe if they aren't interested.
 - We can send an email asking them to unsubscribe if they like.
 - Friends of PAPA email list is students and parents
- Open to families with active and alumni students
- 55 members
- Spread the word to others to request an invite from the administrator.

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Sweet Dreams Leigh Mattress Sale

What we need from you:

- ▶ **Everyone Find:** Minimum 1 person who needs a new mattress to come in. **Goal - 5**
- ▶ **Pass out** at least 25 flyers - remind people
- ▶ **Email** everyone you know - weekly
 - ▶ PAPA has a template
- **Facebook:** bit.ly/beds4leigh2019
 - ▶ **Share** - Invite ALL friends - click Going
 - ▶ **Text "sleepy leigh" to 474747**
 - ▶ Personal message works best
- ▶ **Sign** in your yard
- ▶ **Conversations are key:**
 - ▶ Coworkers, neighbors, family friends

We have potential to earn \$75,000 in a single day if every Performing Arts family brought one person to the sale to buy a mattress

SWEET DREAMS LEIGH MATTRESS SALE

- Stacey is not feeling the buzz very strongly. This fundraiser is hard to read.
- If every family brings ONE person who needs a new mattress, we could make \$75,000.!
- Pass out 25 flyers
- Use the email template to announce the sale to people.
- Union is the feeder school - regular outreach for fundraisers and recruitment.
 - Last year there was a little resistance from Union for supporting our events.
 - Mr. Feinberg feels overwhelmed w/requests and at the beginning of the year, he only wanted to support the Mattress Sale & the Crab Feed.
 - In requesting notice for the mattress sale, he said support is a NO GO except for ALL school fundraisers ie: the Stampede.
- He will also NOT support community events such as Freaky Friday. "If he does it for us, he has to do it for everyone."
 - Theater, PAPA, Sports, Spirit, etc.

Theater Update

Freaky Friday and Haunted House

- ▶ Freaky Friday
 - ▶ 42 student participants
 - ▶ 28 volunteers
 - ▶ Sold 879 tickets
 - ▶ Net Profit = \$3.8K (Revenue = \$10.1; Expenses \$6.3K)

- ▶ Haunted House
 - ▶ October 25 to October 31
 - ▶ Number of participants
 - ▶ Tickets go on sale on October 11th



THEATER UPDATE

- Freaky Friday
 - 2 difference: no family participation donation, performance rights were expensive!
 - \$6,000+ to put on, approx. \$5000 was just for rights.
 - Sets were minimal.
 - Income was all ticket sales and concessions.

- Haunted House
 - Final participant numbers not finalized, usually 100-120.
 - Creepy Carnival theme.
 - Should get the ticket link into Kara's weekly newsletter for sale on 10/11.
 - \$8 adult, \$6 student, \$2 for return visits.

Winter Percussion Update

► Review and approve proposed budget

Expense		Income	
Staff/Payroll	\$35,368.50	WP Reserve	\$0.00
Equip Transportation	\$15,747.50	PAPA Support	\$10,000.00
People Transportation	\$37,507.14	Trad. Fundraising	\$9,250.00
Food	\$10,216.00	New Fundraising	\$0.00
Show Dsgn	\$12,500.00	Chap. Payment	\$20,425.00
Staging	\$7,500.00	Family Donation	\$113,266.92
Uniforms	\$10,387.77	Corp. Match	\$13,000.00
Comp Fees	\$2,150.00	Sponsorship	\$5,000.00
Lodging	\$27,165.00		
Misc	\$12,400.00		
	\$170,941.92		\$170,941.92

► Per family cost vs fundraising approach

	Donation	Fundraising
Program Cost	\$3,800	\$0
Standard Fundraising	\$3,300	\$500
Accelerated Fundraising	\$2,500	\$1,200

WINTER PERCUSSION UPDATE

- Appears there will be 44-45 participants from the interest survey & mtg.
- Enough families will aggressively fundraise or pay the ask.
- WP is proceeding with the assumption the trip to Dayton is on w/ 44-45 students.

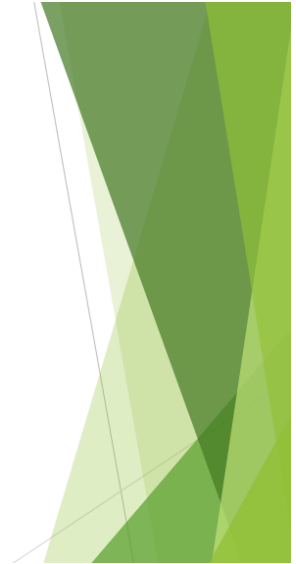
- Review & Approve proposed budget:
 - Current ask is \$3300, hoping to lower to \$2500 w/the accelerated fundraising.
 - Is there a chaperone cost pull-out since chaperones don't wear uniforms, etc.
 - Approx. \$1200.
 - Gil processed \$3000 for WP today (10/7/19)
 - If it runs in the red is there a contingency plan to cover that?
 - Another fundraiser. Usually there would be a carry-over.
 - What are the fixed costs? What if there aren't 44-45 kids.
 - NO Problem - 60 were at the meeting, so 2/3 is a safe estimate.
 - The challenge is, there are a lot of unknowns until kids commit.
 - We are going to Dayton regardless, 75% of families will pay what is necessary to go to Dayton, but I'd rather pay less.
 - Sandra moved to approve the budget as submitted with the caveat that any loss will be covered with additional fundraising or family contribution.
 - Sonja seconded. Motion Passed.
- Fundraising Ideas (Sandra)
 - Bake Sale
 - Letter Writing / Grant Writing
 - Drum-a-thon (Clinics, Union, Dartmouth, Ida Price, community) in the gym before the friends and family show.
 - Small this year, but a larger event in the future.
 - Engage middle school students with the program and our students.

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- Invite local talent as presenters/coaches etc.
 - Daniel's connections
 - (Lane Sanders - SJSU percussion Band director)
- Indian Street Food Festival in Cafeteria?? Sunday in Nov.? - NO custodial issue.
- For WP, can we add a fundraiser especially for that year.
- MUST send in forms to District ASAP, even if the date is squishy.

Marching Band Update

- ▶ Discuss and plan for Benefit Show
 - ▶ Formally approve allocation of proceeds from food sales
- ▶ Review needs for Trunk or Treat



MARCHING BAND UPDATE

- Benefit Show November 13, 2019.
 - FOOD Sales! Hope to hear from Jake to use the snack shack at the bowl.
 - Sandra needs volunteers.
 - Thinking about weeknight friendly hot foods that can turn around quickly and turn a profit.
 - How to allocate the proceeds from the food sales?
 - Discussion about Marching Band only? Winter Percussion to cover? Or to Marching Arts in general?
 - Susie suggested funds go to Marching Band only since it is a MB event.
 - What is the overlap of Marching Band and Winter Percussion/Winter Guard? 80-90%.
 - Dividing the money among all the Marching Arts could create a quandry for future events that we would have to divide by percentage.
 - What is the Benefit Show??
 - Last year due to fires, many High Schools did not get a final competition.
 - We brought local schools to Leigh to have a non-scored "competition" for donations that went to the Red Cross.
 - Community LOVED the event, even in the rain. Many suggested food.
 - Let's do shout-outs and find a parent willing to announce.
 - We have 6 bands: Del Mar, Westmont, Branham, Saint Francis, Leigh, Fremont, possibly one more group.
 - Darlene's contact needs 2 weeks lead time to print posters for events.
- Susie Woodford motions the Food and Shout-outs proceeds go to Marching Band only.

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- Sean seconded. Motion passed.
- Trunk or Treat will be after rehearsal on Wed. Oct. 30th.

Diane Hofstetter Marching Band fundraiser

- Jewelry party Rep does fundraisers
- She will donate 25% of proceeds over \$2000 to the group.
- Low Risk for possible return.
- Nov. 3 tentative date, not on campus involving students so we can run with it.
- Open House w/Christmas lists for husbands. Host volunteers!

Looking Ahead

- ▶ October 10th: Concert for Jazz I, Jazz II, S&E
- ▶ October 19th: Dublin Irish Festival (for MB)
- ▶ October 20th: Mattress Fundraiser
- ▶ October 25th - 31st: Haunted House
- ▶ November 2nd: Independence Competition (for MB)
- ▶ November 5th & 12th: Winter Percussion Clinics
- ▶ November 7th: Winter Guard Information Meeting
- ▶ November 13th: Marching Band Benefits Concert
- ▶ November 16th: James Logan Competition (for MB)
- ▶ November 20th: Friends and Family Show (for MB)

Team Lead Updates

- | | |
|---------------------------------|---------------------------------------|
| ▶ Operations - Mike Gammill | ▶ Choir Liaison - TBD |
| ▶ Treasury - Gil Garcia | ▶ Music Liaison - Rita Jaworski |
| ▶ Fundraising - Sandra Long | ▶ Theater Liaison - Lara Blom |
| ▶ Communications - Sonya Neal | ▶ Marching Band - Diane Hoffstetter |
| ▶ HSC - Sean Simonson | ▶ Winter Percussion - Todd Mendenhall |
| ▶ Volunteers - Kristin Ellis | ▶ Winter Guard - Kristi Annecone |
| ▶ Escrip/Amazon - TBD | ▶ MB Food Crew - Darlene Weber |
| ▶ See's Candy - Kerry Billner | ▶ MB Uniforms - Kristin Ellis |
| ▶ Rummage Sale - Susie Woodford | |
| ▶ Crab Feed - James Sawaya | |

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- Home & School Club news (Sean) - nothing pressing.
- Mrs. Ellis has the show shirts if you pre-ordered.
- No other Team Reports

Next Meeting: November 4, 2019 in Band Room, 7:00-8:00pm.

Meeting adjourned @ 8:00pm

Stay Connected

Keep up-to-date with what's happening with Leigh Performing Arts
~ Band, Theatre, Choir, Marching Arts, Performances and Fundraising ~

Bookmark the Leigh PAPA website

leighpapa.org

Fill out the New or Returning Student info form

leighpapa.org/student-info/

Join the Facebook group

www.facebook.com/lhspapa/

Follow us on Twitter

<https://twitter.com/LeighPAPA1>

Volunteer at Performing Arts events and Fundraisers

<http://leighpapa.ivolunteer.com/>

