

La Canada High School Music Parents Association Board Meeting

MINUTES March 11, 2019

- I. Call to Order (Elizabeth Bohannon) at 7:10pm.
- II. Approval of Minutes (Michele Wilcox)
 - a. Adam Kline moved to approve the minutes from February 4, 2019, and Brenda Carrier seconded the motion. Minutes approved.
- III. REPORTS
 - a. Financial Report: (Marshall Bohannon)
 - i. Summary handout. Rough estimate for the end of year forecast is to break even, which is the goal.
 - ii. For that goal to be achieved, Festival, Club LC, Drumline fees, and Winter Guard fees need to come in/do well.
 - iii. The Dinner Show findings in the detailed report are current, however, that may change based on some auction items. The LCFEF Gala was supposed to take the leftovers for a 50/50 split, however, they refused the items. They deemed them late. The split was always based on relationships, and the relationships are no longer there. While Elizabeth Bohannon will reach out, they are not optimistic.
 - iv. Jennifer Munday asked where the transportation is budgeted. That was pointed out, however the point was made that budgeting of that item needs to be accounted for better in the future in both budgeting, and also better reflected in the fees parents are asked to pay. We have better data this year, which will make the reflections more accurate for next year. In addition, the truck will be rented out to others, which hopefully will help in that arena.
 - b. Instructor's Reports: (Mr. Stone, Ms. Munday; Mr. Myers)
 - i. Mr. Stone:
 - 1. Festival is Friday, and the Festival Concerts are Wednesday (Strings at 7pm, Band at 8pm). Band will have an earlier call time to have rehearsal – Percussion and Band have different school periods, so that rehearsal is their only chance to play together ahead of time. All the groups are playing really well.
 - 2. For Festival on Friday, the current timing shows 9-12 Orchestra playing at 8am, 7/8 Orchestra at 8:30am, 9-12 Band at 9:30am, and 7/8 Band at 3:15pm. Each group plays about 30 minutes. Parents are welcome to watch all the groups. 14 groups are playing, which is part of 8 schools.
 - 3. Band is getting ready for the Pops Concert in May.
 - 4. Club LC is in May.
 - 5. The All-School Musical is Mamma Mia, which is in April, and the Musical Pit has been working hard for that. They will be playing in room 100, and broadcasted into the auditorium. The resurfacing of the stage was to happen over break, but the revenue dried up. Now, the plan is for it to happen over the summer. It will be nice to have the pit be back in the auditorium again. Michelle Lynskey said that they will need Musical Pit Parents to come together to feed the pit throughout.

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6. Winter Guard and Winter Drumline are doing well. In their last competitions Guard placed 1st, and Drumline placed 5th (but 3rd in music). Drumline will go to Prelims on 3/29, and we're getting the schedule together for that. They will probably have the final schedule on 3/18. They will compete again on 3/31 if they make finals. That can be a dogfight.
- ii. Ms. Munday:
 1. 9-12 Orchestra is getting ready for the Festival and Festival Concert.
 2. She is working with students going on the San Diego trip. They leave next Thursday after school. They'll be attending a clinic at UCSD. The kids are excited.
 3. Once they come back from San Diego, they'll start getting ready for the Concerto Concert on May 2nd. They're getting the music ready and that takes a while. They have four participants for the Concerto Concert, two piano, two violins, and one flute. The theme for the concert seems to be evolving as "World Music" as they have a Russian concerto, a German concerto, a French fantasy piece, and a Spanish violin piece.
- iii. Mr. Myers (7/8 report by Mr. Stone):
 1. 7/8 is plugging along in preparation for Festival.
 2. They have an elementary tour coming up, and will be the last groups and last chance to drum up registration from the elementary schools.
- c. Dinner Show Recap: (Michelle Lynskey)
 - i. Congratulations to all for pulling it off as it was a skeleton crew this year.
 - ii. Revenue was down this year – last year there were many high-level family sponsorships, and this year there were none.
 - iii. That said – there were more people and standing room only.
 - iv. We need a bigger venue, and other options are being looked at such as the Chevy Chase Golf Course. Adam Kline has some connections there, and they had a large renovation two years ago.
 - v. The auction people gave no training to our folks, and they didn't know how to handle sales on site. As a result, there was a lot of money left on the table. We will be going with a different company next year.
 - vi. The live auctions made up for some of that loss and was really profitable.
 - vii. Last year the silent auction made \$10-\$11k. This year it was about \$8-\$9k.
 - viii. The flash mob worked well, and we made \$1k on that alone.
 - ix. It was really, really difficult finding volunteers, and as a result we had a few key people who just worked all night. But that skeleton crew made it happen.
 - x. We liked the earlier time of year; however, the loss of prep time was extremely detrimental, and planning needs to start way, way earlier in the year. Being earlier, we avoid being right up against LCFEF and Boosters, and prepping earlier, we may avoid the donation fatigue we ran into with the local businesses.
 - xi. The atmosphere was lovely. Usually the 7/8 parents watch and then leave, which will then give the standing room folks places to sit. This year that didn't happen which attests to the atmosphere (the 7/8 parents didn't want to leave).
 - xii. There were communication issues for non-English speaking parents. For example, some thought they could pay there. Or that buying a ticket, meant everyone in the family could come. Next year we plan on adding other languages to the materials/information.

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- xiii. The Raffle was huge and sold out. The key was having items that the students were interested in having, and they pushed the sales.
 - xiv. Wayne Page wants to push video demonstrations because that works well for Boosters. Mr. Stone doesn't see how that can work well with our format, but we'll see what next year's location will allow.
- d. Club LC: (Michelle Lynskey)
- i. Club LC is May 10th.
 - ii. There is a prom function the next day so Mr. Stone is looking into working with them for set up/tear down. (We set up, they tear down.)
- e. Band and Orchestra Festival: (Elizabeth Bohannon on behalf of C. Cheng) FRIDAY, MARCH 15th!
- i. Need parents to volunteer to help with either snack shifts, or donating food.
 - ii. Due to how many students are attending, and the fact that they cannot use the cafeteria, we are their food source.
 - iii. In the morning we need strong people for the setup (7:30am). The biggest seller is Cup-o-Noodles, which requires a lot of water coming from the cafeteria.
 - iv. You can bring the food donations to the band room when you come for the concert.
- f. Communications Report: (Michele Wilcox)
- i. Nothing new to report.
- g. Fundraising Report: (Wayne Page)
- i. Great Clips will have a fundraiser Spring Break through Graduation. When you purchase a cut, and bring the flyer to them, they will then donate \$3 back to us. He is talking to the Gelson's manager this week to see if they will match funds.
 - ii. Gift Card Sales (Elizabeth Bohannon on behalf of Ceci Nava)
 - 1. No current updates, but we are ahead on gift cards. This month's is due today (March 11th).
- h. Orchestra Update: (Yvonne Lim)
- i. None.
- i. Winter Color Guard Update: (Michele Jones)
- i. Color Guard placed 1st this week, and they came off of the floor feeling awesome. They had the largest audience response out of all the groups.
- j. Winter Drumline Update: (Dino Lorenzana)
- i. The last competition was pretty rough due to a 5am call time on DST Sunday – meaning they got ready at roughly 3am – as well as the traffic to look at the poppy fields in Lake Elsinore.
- k. 7/8 Band Orchestra Update: (Adam Kline)
- i. Nothing to report.

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IV. OPEN FORUM

a. Board Members for 2019-2020 (E. Bohannon)

- i. Elizabeth needs to know if all currently rostered (non-senior) volunteers plan to stay in their position.
- ii. Michelle Lynskey suggests that the Dinner Show Chair should be part of the board. Elizabeth will review the bylaws on adding a board position, and then we'll handle according to that.
- iii. Elizabeth would like to get the board named within the next month as we only have two more meetings this school year to vote, plus wanting to get them onboarded.

b. Succession Planning (E. Bohannon)

- i. In addition to the Board, we have fundraisers to find Chairs for, such as the Dinner Show Silent Auction and Poinsettia Sales. If you know anyone, let her know. Sometime people just need to be asked.
- ii. Elizabeth would like to add Co-chairs... Such as a President and Co/Vice President, with the idea that the Co/Vice would be training for the position the following year (and so forth). This is to reduce the onboarding time and reinvention of the wheel. It also will help alleviate some of the work for the main volunteer.
- iii. Ms. Munday added that Orchestra parents would like to be included. Elizabeth said we'd love to have them but needs to know who individually to approach and ask.

V. ADJOURNMENT at 8:10pm.

Prepared by:
Michele Wilcox
(VP of Communications)
Substitute for Deborah Parker