

Stevenson High School String Parents' Association
Monday, June 4, 2018
6:30pm Room 1414

ATTENDANCE: Enrique Vilaseco, Anthony Krempa, Goma Srinivasan, Ramu Amanchi, Shirley Combes, Archana Bindu, Josephine Lee, Judy Zeller, Leah Rosenberg, Manisha Dharrao, Helen He, Wei Liu, Sandra Anderson

Call to Order at 6:41 pm by Sandra Anderson

BOARD INTRODUCTIONS – (Sandra Anderson) Welcome, Went around the room

SECRETARY'S REPORT: (Shirley Combes) April 30 and May 8 Meeting Minutes were approved

TREASURER'S REPORT: (Sandra Anderson)

- Summary Balance Sheet:
 - Balance of accounts verbally provided.
 - Actual balance of accounts not available as information has not closed for May 2018.
- Student trip account updates:
 - Wei will work on tally up the remaining funds raised and getting totals for individual student trip accounts. Brenda is working on this, and will provide the data to Wei.
 - Need to reconcile trip accounts by transferring to siblings for graduating students or moving to general funds.
 - Email will be going out to notify families of current balance in student trip accounts.
- 2018-2019 Budget:
 - Need to identify Directors Wish list
 - Recurring expenses: Guitar trips, Orchestra trip (Local Chicago), Scholarship(s), Hospitality, Odyssey, etc.

DIRECTOR REPORT:

(Enrique Vilaseco)

- Will inquire with Band about Band Students using a Harp. Since it is a string instrument a strings player should be playing it. Left from May report still pending update.
- 2018-19 School Year Breakout
 - Orchestra Classes
 - 122 students in Concert Orchestra
 - 2 classes
 - 64 students in Patriot Orchestra
 - 58 students in Symphonic Orchestra
 - There are fewer students in Patriot and Symphonic than 2017-2018 school year.
 - Expecting growth Aptakisic and Half Day, with addition of staffing and space happening at those schools.
 - Guitar Classes
 - 40-45 students in Guitar Level 1
 - 2 classes
 - 20+ in each class.
 - 30 Patriot Guitar
 - 28 Guitar 2
 - Goal for 2020 increase guitar to 140-150 students.
- Travel
 - 2019 Chicago Tour for Orchestra: visit another high school and/or tour the CSO and attend concert.
 - 2020 trip - Munich/Salzburg: bring in other High Schools such as Deerfield and Vernon Hills to increase attendance.
 - This will allow very little room for extra practice.
 - 2019 Baroque travel to New Mexico for clinic
 -

- Camp
 - Tri-Am students to assist students with tuning instruments.
 - Request hospitality on both days.
 - Uniform fitting occur after camp to enable full time of camp to be focused on class information.
- Request to continue with Trip fundraising
- Contact for summer is Sylvia Lima, request to get information to her ASAP.

Committee Reports:

Communications (Archana Bindu):

- Will post to Facebook, working on access
- Working on store updates.

Fundraising (Helen He for Bianca (Xixian) Bian and Helen):

- Restaurant benefit nights.
 - Need to stop by to pick up checks from Empire Buffet and Yu's Mandarin
- Trip Fundraisers
 - Schwan's Cares –Campaign active.
 - <https://www.schwans-cares.com/campaigns/36428-stevenson-hs-string-parents-association>

Donation (Leah Rosenberg):

- Need to meet with Helen Chen to review process and data.
- Need to find out the contact information from Sherri Pi for previous Advertisers in the programs and see about a paper for businesses to use to see the different options and process.

Hospitality (Josephine Lee):

- Will prepare for hospitality for Camp 8/6 and 8/7.
 - 100 students anticipated
 - Fruit, Granola Bars, students may obtain water from fountains.

Membership (Leah Rosenberg):

- Need to meet with Helen Chen to review process and data.

Scholarship Committee (Sandra Anderson)

- The winner was picked by Stevenson staff and will be presented with the award at Senior Awards night.
- Need to consider payment directly to learning institution provided by student to ensure Scholarship is used for intended purpose.

Uniforms (Rick Wachtel):

- Uniforms have been collected and sorted. Looks like the entire inventory was returned.
 - 67 Tuxedos came back
 - Price increase on rentals for Tux by \$5
 - Dress purchase will be the same price
 - Will need volunteers for uniform fittings/paper order forms the week of 8/6.
 - Need Volunteer Chair to create Sign-Up Genius

Volunteer (Shirley Combes for Sherry Pi)

- Volunteer Status

- Will need to know what is in scope for the upcoming School year events so that we can create signups.
 - Need chairs to submit the requirements for their events and functions at the concerts.
- Sign up Genius
 - Using Signup Genius to coordinate and communicate with Volunteers.
 - Please share the volunteer link around so that people are aware and can opt into volunteer opportunities. Communication was sent to parents in September communicating how to volunteer. The volunteer link is available on the SPA Site off of the Guitar and Orchestra pages.

Website (Archana Bindu):

- Started to update the page, removing old information.

Member at Large (Manisha Dharrao):

- Nothing new to report
- Still getting acclimated to new role
 - Primary role: fill in where needed, mingle with parents, and answer questions.

Old Business:

- 2018-2019 Board and Chair Positions (Sandy Anderson):
 - Slate for 2018-19 almost filled. Still some key positions needed.
 - Open Board Positions: Vice President.
 - Judy Zeller Volunteered and was nominated for Vice President. Pending Vote at next meeting.
 - Open Chair Positions: Guitar Member At Large.
 - Open Co-Chair Positions: Fundraising, Hospitality
 - All board and chairs must be SPA members and vetted by SHS Name Based Background check.

New Business:

- Summer Activities
 - New Board and Chair gathering to touch base on 7/9 to discuss Summer Activities further and to prepare the newsletter mailings. 7/9 6:30 @ Sunset Foods in Long Grove
 - Newsletter
 - Send out paper and email by July 15th.
 - Need to get together to prepare the paper Newsletters
 - Post the newsletter on the D125 SPA Website
 - Content
 - Strings Pre-Lude 8/2 @ 6:30 PM
 - Calendar
 - Incoming Student Camp
 - Firm up hospitality
 - Firm up and create Sign-up for uniform fittings
 - SHS Store
 - Need to make final decisions about the Web store, setup, and verify pricing based on vendor contact to see if there are any changes to our cost.
 - Calendar/Meeting Dates
 - Goma to supply SPA meeting dates to Shirley
 - Shirley will reach out to Julie/Sylvia to get the dates added onto the STRINGS Calendar.
 - Requested items on a SPA/Strings Calendar
 - Concert Dates
 - Meeting Dates

- Incoming Freshman Dates
- Camp Dates
- Open House Nights
- Co-Curricular Fair in March the Wednesday before Spring Break
- Pre-Lude
- Trip Account updates
- Pre-Lude
 - Hospitality
 - Reserve Room 2104
 - Reserve Projector and drinks
 - Directors will be present

Public Comments (Sandy Anderson):

- Must be submitted in writing prior to meeting. None,

Meeting Adjourned at 7:57 pm.

*Next SPA Meeting: SPA Annual Meeting at Orchestra Concert
TUESDAY 6:30 PM, August 13, 2018*