

Stevenson High School String Parents' Association
Monday, April 9, 2018
6:30pm Room 1414

ATTENDANCE: Enrique Vilaseco, Anthony Krempa, Sandra Anderson, Helen Chen, Shirley Combes, Rick Watchel, Helen He, Leah Rosenberg; Sherri Thomas; Steve Thomas

Call to Order at 6:39pm by Sandy Anderson

BOARD INTRODUCTIONS – (Sandra Anderson) Welcome

SECRETARY'S REPORT: (Shirley Combes) March Meeting Minutes were approved

TREASURER'S REPORT: (Sandra Anderson)

- Reconciliation of B of A accounts
 - In progress
- Summary Balance Sheet still in process of being updated
 - Balance of accounts after check to encore is processed verbally provided.
 - Received payment from Portillo's fundraiser
- Student trip account updates:
 - Steve Thomas and Brenda Perkovich are working to tally up the remaining funds raised and getting totals for individual student trip accounts.
 - Email will be going out to notify families of current balance in student trip accounts.

DIRECTOR REPORT:

(Enrique Vilaseco)

- Baroque concert is Wednesday.
- Quartet is visiting and will be playing recorders.
- Request that Sherri post about the Baroque concert on social media for advertising.
- Community Orchestra Concert is the 21st.
- Awards Concert 5/8
 - Will need for SPA to provide the following.
 - Flowers for the Seniors
 - Pizza/Salads during daytime at East Glass Commons
 - Dinner in the evening at 5PM
 - Cookies
- Guitar Concert 5/14
 - Dinner
 - Cookies
- Stevenson will be performing at Graduation this year 5/25.
 - SPA will need more details if support is needed
 - Need Chaperones
 - Need Number and time
 - Food Served
 - Busses
 - Will need communication to parents for awareness for planning.
- Trip was amazing, busy, received positive feedback.
 - Kids having difficult time practicing with only one harp. Do not want to discourage. There are two harps in any major orchestra.
 - Request is Stevenson pay for ½ and SPA pay for the other half Board to decide soon as it will come up real soon. Sandra indicated would need to look for in budgeting.
- Placement auditions are being completed and an email will be sent to announce placements.
 - Blind auditions

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- SPA to send email to John Grice with commitment to harp purchase.
- Planning for next trip location to be Munich/Salzburg.
- Trip photos and videos have been uploaded and school is in process of creating a video.

Committee Reports:

Performance Trip to Italy Raffle (Sandra Anderson)

- Payments.
 - \$10,772.94 check sent to Encore
 - \$4,31.90 came from fundraising/SPA
 - \$6,441.00 came from Raffle
- Done with raffle and trip once an email is sent to trip parents to let them know how much was sent to Encore for their traveler.

Communications (Sherri Thomas):

- Continuing to post to Facebook.
- Getting more fun postings not just fundraising related.
- Will be posting about the board and chair positions, volunteers,
- Emailed feeder schools and heard back from two
- Currently at 41 followers on Facebook.
- Request for Directors to announce at concert for attendees to take phone out and like us on Facebook.
- Will need a ½ page to insert into concert program of what SPA did and have the students stuff into the program. Include QR code to get FB page.
- Fundraisers have been posted along with concert reminder
- Request photos and other members post to the Facebook page so that we get more engagement

Donation (Sandra for Sherry Pi):

- Nothing new to report

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

- Restaurant benefit nights.
 - Empire Buffet in Mundelein April 1-14
 - Nothing scheduled after Empire Buffet with local businesses
 - Unsure if Boston Market was contacted.
- Trip Fundraisers
 - Selling WFC candy bars at concerts for general trip fund.
 - Schwan's Cares –Campaign has been restarted.
 - <https://www.schwans-cares.com/campaigns/36428-stevenson-hs-string-parents-association>

Hospitality (Sandra for Josephine Lee and Chen Huang):

- Potbelly went well.
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Membership (Helen Chen for Helen and Sherri Pi):

- Leah Rosenberg was added to the membership list and new donations added as well.

Scholarship Committee (Helen Chen)

- Stevenson will pick the winner. The winner has not been notified as of yet, therefore SPA cannot be notified as of yet.
- Helen will continue to follow up on status. SPA Representative and Director to attend the Senior Awards Ceremony and that is where the SPA Scholarship is handed out.

Uniforms (Rick Wachtel):

- Will send email out to the Directors to send to families to start collecting uniforms.
 - Will need volunteers after to collect and prepare uniforms. Date and times to be determined.

Volunteer (Open/Shirley Combes)

- Volunteer Status
 - Will need to know what is in scope for the upcoming May Concerts and 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 (OPEN/Sandy Anderson):

- Still taking suggestions for a FAQ page to be created

Member at Large (Orchestra Steve Thomas/Guitar Leah Rosenberg):

- Nothing new to report

Old Business:

- Upcoming Concerts – review requirements
 - 5/8 Orchestra Awards Concert/Annual Meeting
 - Hospitality will need to find out what is going on with the food.
 - Volunteer sign up has been out since April meeting and no sign ups as of yet. Invites resent.
 - Will need to get the number of flowers needed for the students
 - Fundraising will need to prepare for fundraising activities
- 2018-2019 Board and Chair Positions (Sandy Anderson):
 - Descriptions of activities
 - Nominations Responses

New Business:

- Next Concerts:
 - 5/14 Guitar
 - Will need volunteers to set up table for flyers, chocolate.
- 2018-2019 SPA Budget

Public Comments (Sandy Anderson):

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

Meeting Adjourned at 7:45 pm.

Next SPA Meeting: Monday 6:30pm, April 30, 2018 in room 1414