

Stevenson High School String Parents' Association
Monday, October 16, 2017 Room 1414

ATTENDANCE: Enrique Vilaseco, Anthony Krempa, Shawn Zimmerman, Sandra Anderson, Helen Chen, Shirley Combes, Rick Wachtel, Sherry Pi, Helen He and 6 members.

Call to Order at 6:35pm by Sandy Anderson

INTRODUCTIONS – (Sandra Anderson) Welcome

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

TREASURER'S REPORT: (Sandra Anderson) Open Position filled by Karen Stauter Pending Motion and nominations. . Transition to Stevenson High School

DIRECTOR REPORT:

(Enrique Vilaseco)

- A few more students signed up for the Italy trip. Still not at the minimum needed for the Paris Trip.
- Snap! Raise has launched for students registered for the trip.
- Community Orchestra has started.
- New student in Orchestra and needs a uniform
- Need to cross check uniforms both Tuxedos and Polo shirts. Open order opportunity with Sally through the store.
- Need to identify the deadline from Julie for Program Printing. Shirley will reach out.

(Anthony Krempa)

- Successful concert
- Students had the opportunity to watch the concert video and they are proud and hungry to play more pieces at the next concert.
- Baroque Ensemble starts with a concert in the New Year.
- Pit Orchestra started rehearsals for Fiddler On The Roof. Many freshmen in the Pit Orchestra.
- Storage still needs to be cleaned out. Can wait until summer if needed and do a mass purge with the construction.
- Students will volunteer for service credit for the Cheesecake pickup. Helen He needs to inform Shawn Zimmerman and Anthony Krempa of the number of volunteers needed and between what time frames. The Directors will arrange for the student volunteers.

(Shawn Zimmerman)

- Students getting ready for concert.
- There will be 5 songs performed by each class.
- Day Of Guitar Field Trip coming up. @ Vandercook College of Music
 - No Chaperones are needed at this time. 10 students per Chaperone. Currently at 20 students interested.
 - SPA will be sponsoring the trip

Committee Reports:

Communications (Open/Sandra Anderson):

- Emails have been going out to parents. Submitted to Directors by Sandra.
- 190 signups into SPA of 290 students

Donation (Sherri Pi):

- We have four ads for the program
- May have 2 more ads for the program. Need to have print ready copy submitted by 11/7

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

- Printed copies of the flyers for the upcoming events for October and November were available at the meeting.
- Sales for concerts
 - Work with hospitality on purchasing as both candy bars and cookies come from same store)
 - Create new pricing sign
- Restaurant benefit nights.
 - Yen 9/15 raised \$40
 - Chipotle 10/10 raised \$124.70
 - Sweet Lorraine's Fabulous Mac n' Cheez 10/24 20% of sales
 - Roti Modern Mediterranean 11/9 20% of sales via Group Raise still need 5 RSVPs to commit.
 - Yu's Mandarin in Vernon Hills in the works for November 10%
 - Five Below in Vernon Hills in the works for November or December week long benefit.
- Other Fundraisers
 - Menchie's Spoon Drive - all October – Flyer is needed
- Trip Fundraisers
 - Cheesecake Tasting completed and we are a few weeks into the sales – need volunteers. Pickup Cakes 11/18.
 - Helen He to PDF of order form and provide details to Sandy on when, where, how, so that Director can sent out mid sale communication reminder.
 - Schwan's Cares – Last day for 20% is 10/16. Now earning 5% on sales through December.
 - Bonfire Shirts SHS Strings Logo (October 5 sold) Need access to Photoshop to convert background to Transparent and image to png for Guitar and Strings logos.
 - Considering for trip families only World's Finest Chocolates 60 bars for \$36 need min of 8 boxes to order.
- Communications
 - Created a Sign-Up for the October Fundraisers while we await a SPA Fundraising Event Page on the website.
 - Bianca has passed on the October and November fundraising information onto Stevenson for communications.

Hospitality (Sandy Anderson for Ritu Saxena):

- Will need extra help for 11/29 concert as students will stay after school for photos.
- Dinner from Noodle and Co.
 - Request directors start collecting orders and fees
 - 2 packs of 60 cookies from Costco post-concert.

Membership (Helen Chen/Sherri Pi):

- SHS Store – will need to reopen store for donations and membership.
- Still roughly 100 families that are not SPA members. Less than 70% of students are members of SPA.
- Need to identify a method to encourage those that are not members to become members.
- Prepare SPA Membership and Donor List for Program.

Uniforms (Rick Wachtel):

- More dresses are coming in for fitting stock.
- Tuxedos were delivered to students.
- Polo shirts are ready in the school store for students to pick up.
- There are 2 students exchanging dresses due to size issues.
- There are 2-3 students exchanging jackets due to size issues.

Volunteer (Open/Shirley Combes)

- Volunteer Status
 - Will begin recruiting for Cheesecake pickup 11/18, 11/29 and 12/12 concerts once volunteer requirements are received.
 - Need chairs to submit the requirements for their events and functions at the concerts.
 - Sent out the Proposed Concert Volunteer needs, pending feedback.
 - Volunteer needs form has been created and sent out to SHS Google Group on 10/2 paper copies were available at the meeting.
 - All volunteers need to complete the school's name based background check.
- Sign up Genius
 - Using Sign up 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):

- Several updates have been made a few more are in the process.

Old Business:

- 9/28 Concert Feedback
- Open Board and Chair Positions (Sandy Anderson):
 - Must be member of the SPA, with a current student in the strings program, and meet Stevenson High School Volunteer requirements.
 - Treasurer – Board – Karen Stauter - Pending nomination and approval.
 - Communications - Sherri Thomas – Pending nomination and approval.
 - Orchestra Member-at-Large – Steve Thomas – pending nomination and approval.
 - Uniform Co-Chair Volunteer Chair
 - Photography Chair Website Chair
- Winter Guitar 11/29 requirements
 - 85 students – West Auditorium – Dinner in 2104 (Directors to reserve) – Coordinator Brenda Perkovich
 - 2 -60 packs of cookies
 - Dinner from Noodle and Co. Directors may start taking orders and payment. \$7 per meal
 - Timeline: Photos 5PM >Dinner 5:20PM> Rehearsal 6PM>Concert 7PM
 - Update Membership and Donation listing for program
 - Spirit wear, Chocolate bars, Fundraising and Donation Flyers, signage for fundraiser sales items
- Storage Clean-up

New Business:

- Nominations and Vote in new SPA Chair Members (Sandy Anderson):
 - Guitar Member-at-Large Brenda Perkovich – nominated and approved.
 - Hospitality Chair – Josephine Lee – nominated and approved.
- Guitar Scholarship – Proposed
- Ad Hoc Scholarship Committee – email Sandy Anderson if interested in joining the committee
- Guitar Concert 11/29/17 @7pm (Sandy Anderson and chairs):
 - Start action items: Hospitality; Volunteers; and Fundraising

Public Comments (Sandy Anderson):

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

Meeting Adjourned at 7:23 pm.

Next SPA Meeting: 6:30pm on November 13th in room 1414