**Music Education Advocates Coalition (MEAC) Board Meeting
MINUTES – April 30, 2018 Final**

Meeting called to order at 7:00 pm in Room A120

**Attendees Present:**

Jonathan Lauff, Andy Seidel, Ryan Rimington, Kevan Kosobayashi (Directors), Maggie Beach, Shelia Domingos, Dee Valiga, Kathie O’Connor, Lisa Gardina

 **Confirmation of Roles:** Facilitator (Jonathan Lauff), Timekeeper (Dee Valiga), Secretary (Lisa Gardina)

**Agenda Topic IIIA - Treasurer's Report: Maggie Beach**

* The MEAC Statement of Activity reflects a net loss of $4,078.58 as of 04.30.2018.
* The previously approved Budget, which reflects the Actual, Budget and Expected columns indicated:
	+ $6,455 of income kept at the MEAC level to cover MEAC expenses.
	+ CD recording activity has been discontinued resulting in a net loss of only $638 instead of a budgeted loss of $2,500.
	+ The Boostershot fundraising campaign is on-going, therefore, the net revenue of $1,498 is an estimate.
	+ Additional fundraising activities new to the year and not included in the budget are Kohls Cares, Aspen Lane Winery, and Amazon Smile. The combined net income to MEAC is $1,748.
	+ Solo and Ensemble net revenue shows a loss of $2,998. Mr. Rimington will investigate to determine if any additional reimbursement checks are in Choir’s possession.
	+ Boostershot fundraising campaign for 2016-17 results was reflected in 2017-18 income due to timing. These funds are related to 2016-17 and should be allocated as such.
* Checking account cash on hand at 04.25.18 is $18,738.40
* Cash Reserve balance is $14,709.83
* Operating budget discussions included the need to focus on fundraising due to the anticipated loss of World’s Finest Chocolate and change in tax laws. There will be additional Organizational Festival expenses submitted shortly.
* Concert attire for Band and Orchestra will be administered at the MEAC level even though multiple vendors may be used.
* Motion to approve the reports was made by Dee Valiga, seconded by (?) – motion passed.

**Agenda Topic IIIB – BoosterShot**

* Staff agreed some funds would be reserved from this fundraiser by MEAC to cover operational costs. There are currently 43 books in our inventory. Each group may claim a quantity to sell at Fine Arts Festival and the responsibility for selling the books or absorbing the cost.
* Updated sales are Band – 154; Choir 131 and Orchestra 72.

**Agenda Topic IIIC – Fundraising**

* Previous years planned fundraising activities for the year. Mr. Lauff would like to hold the first planning meeting in June with a follow-up meeting in August.
* Shift fundraising toward providing an experience, not selling items.
* Potential fundraising events could include a swing/dinner dance for adults.
* Ms. O’Connor mentioned hosting events that included both Directors and Students such as Gameshow, Jeopardy, or music event/concert.
* Staff will consider their specific needs in light of the school music budget and other pending projects. Each parent association should consider how much money is required for baseline operations.
* Mrs. Domingos mentioned an effort to reach out to the community to obtain sponsorships/donations. Mr. Lauff suggested using the new Music Patron form (once the EIN is added). Business sponsors will be included in the Concert Programs according to their donation level and their logo may be posted on the Support Us page of the neuquamusic.org website.

**Agenda Topic IIID – Constitution Adjustment**

* Mr. Lauff expressed interest in creating a committee to revamp the Constitution this summer. The document should be updated to reflect the current policies and practices.
* Mrs. Beach will determine if Constitution adjustments will have an impact on the MEAC charitable renewal.
* Motion to review Constitution made by Jonathan Lauff, seconded by Maggie Beach – motion passed.

**Agenda Topic IIIE – Officers for next year**

* Mr. Lauff requested input for determining the MEAC officers for the upcoming fiscal year. Those officer positions include: President, Treasurer, Secretary and Fundraising.
* Each president of the Band, Choir and Orchestra parent associations will automatically be members of the MEAC board. The Treasurer and Fundraising positions may be parents in addition to the parent association presidents.

**Agenda Topic IIIF - Other**

* Concerts are currently not recorded by JR Recording to save money. Recordings are made via school issued laptop and microphones and placed in Google Classroom for student access.
* Crystal and Masterworks will be the only concerts recorded and CDs sold since they usually break even.

Motion to adjourn was made at 8:20p by Maggie Beach and seconded by Kathie O’Connor - motion was approved.