

**NPMA General Meeting Agenda / Minutes
Monday, February 25, 2019
North Penn High School Room A033, Lansdale**

Welcome and Approval of January 2019 Meeting Minutes

Connie called the meeting to order at 6:40 p.m. Stephen Hammond made a motion to approve the minutes; Beth Faia second the motion; motion carried. Minutes approved.

Ted thanked all who were involved with the jazz show, the winter percussion and indoor guard shows. Shout out to security guards, the custodians and Bob Gilmer, who went above and beyond.

Sean thanked all who made the Indoor shows a success! Thanks to Chris and Doug for outstanding leadership.

Executive Officer Summary Reports

- 1st Vice President / Fundraising – Anita Schwartz
No updates. Doesn't have any total from Pour House for Sunday's Dine Around. Would like to do the Krispy Kreme donuts - Katy Joyce will help out. Have kids sell them on Friday before May Fair and on May Fair.
- 2nd Vice President / Publicity – Carole Stoler
Needs candidates for 2nd VP/Publicity and Recording Secretary. Candidates must be present at the March meeting to be presented then voted on in April.
We have been approved for the Flickr account as as nonprofit.
- Treasurer – Tyler Bland

**NPMA Treasurer's Report
February 2019**

Reconcilements

- **Accounts have been reconciled through the month of January**
- **Checking: January closing balance = \$65,449.55**
- **Opening balance was \$61,117.42**
- **Money Market: January closing balance = \$25,008.66**
- **Opening balance was \$25,006.54**
- **Income for January 2019**
 - **Participation Fees for NPMK, NPWP, and NPVE; GL Scrip; Fundraising (Chubby Chicos Charms, 31, Bag Bingo, Lottery Ticket Sales, Wawa Coupons, Mattress sales, and Fun Pasta); Spiritwear**
 - **Merck Donation**

Expenses for January 2019

- Salaries, GL Scrip, Fundraiser expenses, NPVE Show Exp., NPWP Show Exp.

In progress

- 2017-2018 External Audit
 - Website renovations
 - PayPal Donation set up
 - IRS Form 990 has been prepared, due 5/15/2019
- Assistant Treasurer – Karen Diehl
 - Profit for Knight of Jazz is around \$3400.00. Made over \$5282.50 for the event. Deposit was 22419.96 from the Indoor Shows. Profit will be reported later.

Unfinished Business

- New NPMA Website Overview - Chris Bland
Gave a preview of the website to show what has been incorporated. Thanks to Chris, Christy and Carole for their hard work in putting it all together!
- Knight of Jazz Recap - need to look into the aux gym for this event so the food is not so far away. Discourages people from wanting to walk to the cafe.
- Feb. 23rd Indoor Show Recap - Percussion Show approximately \$6000 profit, \$2700 concessions; Guard Show \$3600 profit, \$1740.50 concessions. Date is being looked into for next year.
- Guard Trip Reimbursement
\$159.98 will be given back to each member, chaperones for overpayment last year. Gave options of what to do with the money - a check, donate it to another student or Knights in Need.

New Business

- New Stadium and Concessions Stand Update - has been approved; an architect has been hired; we are being consulted for what we would like to see done with the Concession Stand. Need to ask the district for more money since we will lose money for needing to move to another venue for all of the home football games. Will report back next month what was discussed.
- NPMA Board Positions Update
Needs candidates for 2nd VP/Publicity and Recording Secretary. Candidates must be present at the March meeting to be presented then voted on in April.
- Banquet Update - Jen Karpf - had a meeting with those who offered to volunteered to be on the committee - 8 or 9 people. Venue is secured - Empress Room; photo booth ideas, centerpieces, looking at DJs. Feels they are in good shape so far.
- By Laws were amended and only 1 section was updated. Student credit can be held for 24 months, rather than 15 months. Rose Durkin made a motion to vote to approve

the By Laws; Stephen Hammond seconded the motion; motion carried; By Laws approved.

- Alice Bakery has a Marching Knight alumni (owner) who is willing to donate ingredients or baked goods when needed.
- A middle school colorguard parent has asked about the summer schedule. Can there be a letter sent out to start informing 8th and 9th graders who might be interested in joining NPMK?

Upcoming Events

- Mayfair - May 11, 2019
Jen Logan and Karen Diehl are co-chairing the event. Will be looking for committee chairs to start planning. Vendor fair (\$30 for a spot) our own food, dunk tank. More to come.

Elected Chairpersons Summary Reports (As Applicable)

Quartermaster – John Stoler / Rob Johannesson (absent)

- have been asked to empty the garage - theater want us to remove the metal frames from Hope Rules. Update on the truck - were going to go through Bergey's, was a question about who would be taking the truck back and forth from Bergey's for repairs. Bergey's never followed up, so they are back to square one. Looking at New Holland for quotes for their truck.

Refreshments (Concessions) – Stephen Hammond / Doug Waldman

- Done until May. Returned unopened items \$600 back. Got a gift card for the credit - couldn't return on a MasterCard, just Visa; returned to BJs as well. Is requesting a grill for May Fair. Send suggestions for wish list items for the new concessions stand.

Sewing / Uniforms – Katy Joyce / Rose Durkin

- Guard has their uniforms; minor alterations. District band uniforms were distributed.

Student Financials – Jenny Platt

Student Financials Report – January 31, 2019

STUDENT CREDIT as of 01/31/19

- GLScrip Profit earned: \$374.20
- WAWA Profit earned: \$47.00
- Mattress Fundraiser Profit earned: \$87.97
- Thirty One Fundraiser Profit earned: \$161.85
- \$240.00 was received from Student Credit and checks to pay NPMK Fees

FUND BALANCES as of 01/31/19

- All Student Credit : \$ 13955.78
- Director's Fund : \$ 936.70



1340 Valley Forge Road, Lansdale, PA 19446

- Instrument Replacement Funds : \$ 4,418.08
- Knights in Need Fund: \$ 3,140.52
- Trophy Fund: \$60

FEES as of 01/31/19

- We are continuing to collect and process fees for the 2018-2019 season.
- 3 students have not paid for a dot book (amount \$7.00-total \$21.00)
- 2 students have not paid MK fee for August (amount \$120.00 – total \$240.00)
- 5 students have not paid MK fee for September (Amount \$120.00 - total \$600.00)
- 5 students have not paid MK fee for October (Amount \$120.00 - total \$600.00)

Next General Meeting - Monday, March 18th at 6:30 pm

Stephen Hammond motioned to adjourn the meeting; Katy Joyce 2nd the motion; motion carried. Meeting adjourned at 8:17 p.m.

Minutes taken and submitted by Michaeline Neu, Recording Secretary