

**NPMA General Parent Meeting Minutes  
Monday, June 29, 2020  
Telecommunication via Zoom**

**Welcome and Approval of May 2020 General Parent Meeting Minutes**

Karen Diehl called the meeting to order at 6:38 pm. Brian Heck moved to accept the May General Parent Meeting minutes; 2<sup>nd</sup> by Alicia Hayes. Motion carried. Minutes approved.

**Mr. Joe Santanello/Mr. Sean Haddad**

NPMK season kick-off slides were presented by Karen Diehl.

As part of COVID preparations Mr. Santanello will conduct an educational overview with Parents (scheduled for July 8<sup>th</sup>). Parental orientation must occur prior to start of student practices. When a practice is scheduled from 3:00-9:00pm, students will need to bring a dinner as part of practice.

Last week everyone should have received 2 emails (invoice and forms). It is expected that all documents are completed prior to the first practice.

**Executive Officer Summary Reports**

- **1<sup>st</sup> Vice President / Fundraising – Jenn Karpf**
  - Transition to new VP of Fundraising - Andrea Hinderliter
  - Football mania fundraiser is available but offered as an abbreviated season.
  - Forms filled out for dine arounds at Texas Roadhouse, Chipotle and Pancheros – Jenn is waiting for date availability.
  - Mr. Santanello suggested a fundraiser where the Mountain show shirts from last season be turned into pillows or some type of memorabilia for students. Students would turn in their shirt to be converted and some of the memorabilia costs/fees could be directed into KIN. Student would be paying for the conversion (and providing the source material). Jenn will investigate this idea further.
  - Knight of Sound venue location up in the air due to pandemic. Wissahickon HS may be wavering on allowing outside groups to use their facilities. School officials haven't withdrawn access yet, but Jenn is taking this slow in hopes that longer term Fall activities may proceed and she wants to eliminate an immediate negative response now (i.e., playing it by ear). Due to this possibility, Jenn continues to investigate other venues. It should be noted that the NP turf field is not a possibility due to construction overflow

- but she was asked to investigate soccer field use or area fields (acknowledging that would increase logistic challenges). Universities and NP middle schools raised as ideas. Jenn needs to assess the # of bands registered to attend as part of the investigation, but fundraising opportunities from the event is key to 2020-21 budget.
- Looking for additional ideas for fundraising. Sports ticket with a twist – if you win receive the value of the tickets.
  - Question from Q&A about routing funds from Charms. Instruction information available on [www.northpennmusic.com](http://www.northpennmusic.com) website on how to navigate Charms.
  - Scrip also another productive fundraiser for students.
  - Another suggestion was a virtual trivia night, bingo night. These suggestions will be investigated.
- **2<sup>nd</sup> Vice President / Publicity – Jen Logan**
    - Listed restaurants NPMA has used or donations given for facebook posting / acknowledgements.
    - Will be transitioning responsibility to Jenn Karpf
  - **Treasurer – Jen Logan**
    - The Band Banquet (senior gifts, steins, etc) is paid. Also paid the 2nd installment for indoor programs. Notified parents/students that the banquet was cancelled. Confirmed there were no additional costs.
- Accounts have been reconciled through the month of May.
- Checking= May Closing Balance \$263,907.00
  - SC Market= \$25,029.64
  - Holding Money Market= \$5,002.70
  - Income for May-
    - Scrip, Disney Deposits, NPWP, NPVE, NPKV payments
  - Expenses for May-
    - Scrip, Salaries, Banquet bills
  - In progress
    - Disney Refund- will go out 6/30. Every check has a check breakdown letter included.
    - Our CPA Joe Miller died 5/4/20- RIP. Jen contacted his widow and she referred his work to an associate of theirs. Working with Lon Seitz from

Dunlap to start transitioning Tax prep and inventory to him. He's working on pricing based off of what Joe charged us.

Closing totals to complete 2020-21 budget

New process for 2020-21 season- all checks and reimbursements will only be handled on Thursdays. Jen will come to Hospitality nights and pick up new bills and disburse checks from the previous week.

Jen also explained the Blue Box for the benefit of new parents.

- **Assistant Treasurer - Alicia Hayes**

All checks received have been deposited (included several donations from Merck). No overdue fees received from students.

Alicia explained Scrip fundraiser. You purchase gift cards and a small % gets credited back to students CHARMS account. She gave examples of Kohls, Giant. Members commented that it's one of the easiest way to fundraise.

Details provided in [www.northpenmusic.com](http://www.northpenmusic.com) website.

- **Recording Secretary - Annemarie Thornton**

Will be transitioning role to Lori Vinitski

- **Corresponding Secretary - Christine Bland**

Transitioned role to Christy Johannesson. Bulletin contains links to website, calendar and student excuse form.

[www.NorthPennMusic.com](http://www.NorthPennMusic.com) – contains lots of reference information.

Fundraising information also very valuable

### **Unfinished Business**

- Disney trip update: Refund check will be in mail tomorrow along with an informational letter explaining the disbursement amount. Note: We did not get \$\$ from American.
- Treasurer position – Jen Logan will serve as independent contractor for a year.
- Calendar update

### **New Business**

- Congratulations to Graduating Seniors & parents
- Congratulations to NPMK 2020-21 Drum Majors / Section Leaders / Student Leaders
- KIN forms: Moving to electronic submission and review/approval. It was pointed out that parents must use student credit before approval of KIN funds.
- Paypal: 3.25% service charge included in payments

- Band Banquet - CANCELLED!

### **Upcoming Events**

- Tuesday Rehearsals in July 14th & 21st (6-9 PM)
- Thursday Rehearsals in July 9th, 16th, 23rd (6-9 PM)
- Mini Band Camp - July 28th, 29th, 30th (3-9 PM)
- Mr. Santanello plans on a student and parent informational meeting on the 8<sup>th</sup>

### **Elected Chairpersons Summary Reports (As Applicable)**

- **Quartermaster – Rob Johannesson/Hope Heck**  
What is Crew? It's the most fun parents will have in the band not being a kid. Hope will send an email seeing if anyone interested in participating. First job is the cleaning out of the garages.

- **Refreshments (Concessions) – Stephen Hammond/Brian Heck**  
Stephen H. commented on the concession stand clean-out. Requesting a 3rd chair since both Stephen and Brian are parents of senior students. Unclear of what limitations will be put in place this year due to COVID and lack of concession stands.

- **Sewing – Katy Joyce**  
What is involved in sewing? Typically, Music Aides requested to create 3 to 4 sets of flags for the guard. Katy is also looking for a replacement in anticipation of 2021 season.
- **Uniforms - Rose Durkin**  
Rose reported that the uniform collection went well. Those collected were delivered to dry cleaners. Got all but 5 and a pair of gauntlets were missing. Rose presented the uniform parts over the Zoom call.

- **Student Financials – Jenny Platt**

GLScrip Profit earned: \$213.45

Total Student Credit earned: \$213.45

Student credit transfer for NPWP fees: \$700

Student credit transfer for NPVE fees: \$1030

**FUND BALANCES** as of 05/31/20

Total Student Credit: \$11,312.82



1340 Valley Forge Road, Lansdale, PA 19446

- Knights in Need Fund: \$3,197.45; received \$23.40 in scrip, \$100 from donation
- Director's Fund: \$ 936.20
- Instrument Replacement Funds: \$ 4,418.08
- Trophy Fund: \$60

**Outstanding Fees:** All fees are paid

***Next General Parent Meeting - July 20th, 2020  
(via Zoom?)***

Brian Heck made a motion to adjourn official parent meeting; Katy Joyce 2<sup>nd</sup> the motion; motion carried; meeting adjourned at 8:27 pm.