

**MVMA Meeting**  
**June 20, 2017 6:00 p.m. – 7:53 p.m.**

Attendees: Pete Toews, Phil Forman, Kandyce Kutcipal, Barb Somerville, Jen VanLaningham, Robin Baker, Cynthia Hampton, Amy Ave, Deanna Miller, Aviva Pflock, Lavon Peters, Jeannie Phillips

**Approval of Previous Meeting Minutes**

Previous meeting minutes were approved.

May 16 meeting: Jen moved to approve the minutes; Robin seconded. Approved by vote.

May 30 LA trip refund: Cynthia moved to approve the minutes; Amy seconded. Approved by vote.

June 13 Charms: Jen moved to approve the minutes; Robin seconded. Approved by vote.

**Charms Update**

Jen sent the current Charms student balance spreadsheet via email. Student accounts balance is \$10,389. Outstanding MVMA fees total \$10,948. Seniors owe \$3566 in fees. Jen will send statements in an attempt to collect the outstanding fees. Senior balances are \$1800 and need to be used by June 30 (end of the fiscal year). Jen will send emails to all seniors with Charms balances.

**Financial Report**

Kandyce emailed the financials (2016-17 actuals and proposed 2017-18 budget).

- Band budget was based on Pete's numbers, enrollment x 70% fees paid.
- Orchestra has no MVMA fees.
- Choir budget was based on Phil's numbers, enrollment x 60% fees paid; will update to 70%.\*
- Musical budget numbers need to be updated; student fees will go through the school rather than MVMA. Might be affected by free/reduced students. Suggested estimating 50-75% paid.\*
- Fundraising income was based on expected profit from next year's planned fundraisers.
- Tammy Johnson's pay is categorized by task, by month. This meets her need for monthly income, while still complying with IRS rules regarding contract labor.

\*Kandyce will send out updated budget sheets showing these changes.

The proposed budget for 2017-18 was a balanced one, with approximately \$7900 in surplus. Cynthia moved to approve the proposed (amended) budget; Deanna seconded. Approved by vote. Kandyce will provide periodic updates throughout the year for any significant changes.

**Fundraising**

- The Fundraising Chair position needs to be filled ASAP. In the meantime, Barb is spearheading the Fundraising Committee.
- Lake to Lake Triathlon: Jeannie planned to send reminder emails to those who signed up.
- Car Wash: July 22, 9:30 a.m. – 2:30 p.m. Amy Ave is in charge. Phil will send out a Sign-up Genius. Additional car washes planned for this September and next May.
- No Event Invite (donation-based fundraiser): Barb distributed hard copies of the invitation and will put it on the Google Drive for editing. Her company will print the invitations. She is getting pricing on paper, envelopes, etc. Invitations to be distributed to students during Band Camp and Vocal Retreat. (Amy and Lavon have discussed an orchestra meet-and-greet but will probably wait until school starts.)
- Prom Fashion Show: January 27, 2018, at the Embassy Suites. Barb and Robin are organizing. All local high schools will be invited.

**Insurance Policy**

Barb reported that MVMA's insurance policy is now in effect. She will send it to the Board. Kandyce will need to add approximately \$700 to the budget to cover the insurance policy.

**Band/Orchestra Update (Pete)**

MVMA settled up with the school at the end of 2016-17 for \$2984.

**Choir/Theater Update (Phil)**

Dance Camp and Audition Boot Camp went well. Karla Quinones' position hasn't been filled yet. Phil is hoping to take over Thespians.

**Upcoming Dates**

July 11, 6-8pm: next MVMA meeting.

July 25-27: Vocal Retreat

July 31-Aug 11: Band Camp