

CMBA MEETING MINUTES

AUGUST 2022 EXECUTIVE TEAM

DATE | TIME 08/04/2022 6:35 pm MEETING CALLED TO ORDER BY Bill Griffiths

IN ATTENDANCE

Bill Griffiths, Jennifer Griffiths, Lynne DiGennaro (via telephone), Kristin Douglas, Melissa Stanek, and Natalie Stansbury.

PRESIDENT'S REPORT – BILL GRIFFITHS

- **Welcome New Board Members** – Bill introduced the executive team for 2022-2023.
- **Goal to increase membership**- Bill first shared a goal to increase our total membership. One way to increase our numbers is through promoting CMBA membership at elementary & middle school open houses – we will be looking into the dates & times of those. Flyers will need to be created and sent out through Peach Jar. The protocol is to send flyers to Gabby Sgroi for editing and submission, and it's suggested to copy Jason Clark.
- **Goal to increase overall volunteerism** – Bill asked the team for ideas on how to spread the word regarding upcoming events which require volunteers. Signup.com and Remind were mentioned as well as our social media accounts, Facebook & Instagram. Kristin also suggested inquiring about the use of Parent Square, recently launched by the district, for communication regarding CMBA events.
- **Constitution Review** – Bill discussed the importance of updating our constitution, as the last revision was in 2016. He stressed the need to modify our constitution to reflect today's changing environment. Natalie recommended working on one section at a time. One issue is finding a way to identify voting eligible members vs those who are not current members. Kristin suggested using our membership signup Google Form for new member registration and linking that form to an Excel document where the email lists can be copied. Then only eligible members will be notified about voting opportunities. Our old email list can continue to be used to contact the CMBA community regarding upcoming events and volunteer opportunities.
- **2022-2023 Music Related Events** – We are waiting for the district to approve dates and times. We will need volunteers for our fundraising events.
- **2022-2023 Fundraising Opportunities** – We will continue to promote our online store with Tracy Pexton. We may resume the logo design contest. Melissa suggested March as the ideal month. We may try to sell Christmas ornaments and will ask Tracy O'Connell about making them for the Nov/Dec concerts. Raffle baskets were discussed with the Golf Tournament needing approximately 20. Jazz Night & Coffee House fundraisers were also discussed. Jazz Night requires 2-3 raffle baskets. We may decrease the total number of raffle baskets at Coffee House to avoid overtaxing local businesses.
- **Social Media** – Bill discussed the importance of posting on social media, and he recently set up an Instagram account for CMBA. We need to post about upcoming meetings a week prior. CMBA will use both Facebook and Instagram to promote music events and volunteerism.

TREASURER'S REPORT- MELISSA STANEK – INCOMING TREASURER WILL BE LYNNE D.

- **Review of Budget**- Melissa reviewed the expenses line by line, so that we could discuss which items are still in use. She explained that Scholarships do not change. There have been some changes to Award Ceremonies with the middle school

having an ice cream truck celebration and the high school having a more focused ceremony at Theodore's. The cost of these events will need to be assessed. There is a question about the Performance/Event Student Needs & Chaperone event line – to consult with Matt. The Non-scholarship Student Enrichment is for a music performance assembly for all schools. We haven't had one in a few years; the cost last time was about \$3000. No one has recently used the Music Lesson Scholarship, however, the Griffiths mentioned that it was used several years ago and is a good way to get students engaged with private lessons; this would need to be coordinated closely with the music department staff. We will keep the line for Senior Carnations as well as Office Supplies. Under Miscellaneous Expenses, Melissa recommended removing Targeted Purchase for District, as this is no longer needed.

- **2022-2023 Budget** – The budget for the new academic year will be presented at our first general meeting in September.

DATES FOR 2022-2023 EXECUTIVE & GENERAL MEETINGS

- The dates of our meetings are to be determined.

ROUNDTABLE

- **Student volunteers** – We discussed ways of encouraging students to volunteer at our events. Student volunteers could come from NHS and TriM – two organizations that require student volunteer hours. Kristin recommended awarding 1 volunteer hour to students for attending a CMBA meeting, even though they cannot vote, as they will learn about upcoming events.

NEXT MEETING

- The next general meeting will be planned for September 2022- date and time TBD

Motion to adjourn was made at 7:30p.