



# Tantasqua Music Association

## Monthly Meeting Minutes

November 3, 2015

Meeting with newly installed Executive Board called to order 6:34 p.m. ~ Becky Celuzza

### Attendance

#### **Board Members:**

Becky Celuzza  
Sue Davey  
Michelle Ewing  
Rom Portwood

#### **TMA Attendees:**

Stephen Celuzza  
Lindsay Ewing  
Jen Jones  
Jamie Olander  
Cheryl Reeve  
Jen Shanahan  
Brenda Cibien  
Tim Raymond  
Mary O'coin

#### **Staff Attendees:**

Eric Von Bleiken

### Meeting Summary

We reviewed and approved the October meeting minutes with the installation of our new executive board. In reviewing old business it was reported the Bylaws committee (Julie Valcour, Jamie Olander, Stephen Celuzza, Lindsay Ewing) is underway in the process of reviewing and recommending revisions to the existing Bylaws to better reflect the current management and operations of the TMA. The expected delivery of the draft bylaws is December. We reviewed the scope of the TMA and the consideration for the various functions needed to fully support an expanded organization with a focus technology, social media, sponsorship and membership among others. Finally, we reviewed the wrap up of Soccer Concessions. We raised approximately \$6600 before expenses and will have the financial detail on expenses associated with our purchases to provide a detailed report on final earnings for this fundraiser.

### **Treasurer's Report**

The Treasurer provided a financial update on the current balance of the TMA account, and P&L with statement of all activities related to fundraising revenue, operational expenses and sponsorship/membership revenue.

### **New Business**

Monthly Meeting Schedule – Given we don't have the ability to have the music director in attendance for Tuesday evening meetings for the foreseeable future currently on the schedule Rom will look into space availability at the Jr High on Wednesday evenings and will report back to the board.



# Tantasqua Music Association

## Funding Model

In reviewing the financial requests from all of the groups the TMA is recommending moving to a "forward funding" model where our fund raising efforts in a current year will go towards future years requests. The transition will begin this year and allow for the development of an endowment fund to help us meet needs in years where our fund raising may not meet the requested amounts. Our goal is to fully fund the groups this year based on current need, while beginning to set aside funds for next year. This is an ongoing effort and will be the focus for the TMA for the remainder of the year. Among the benefits of this funding model we will have a "rainy day fund," and more money for student scholarships.

There was a suggestion by Mary to consider using the term "Endowment" as it relates to sponsorship funds based on her experience with the TED organization. In this model all sponsorship funds when distributed are distributed as grants. The Endowment is funded by event specific revenue.

- Recommendation for Requests this Year
  - Jr High Risers – Question is this a capital expense and can we fund capital expenses?
  - Concert Band Tuxedo's/Gowns

## Scholarships

We had a general discussion on the types of scholarships available to music students at Tantasqua and how the funds would be used. Including but not limited to academics and need and for academic purposes or private instruction for the students to enhance their musical skill sets.

## Event Teams

The TMA has identified an "Event Team" structure in support of a number of key initiatives in the coming months. A specific event team lead has been identified as the point person for upcoming individual events. This lead will build out volunteer teams to support their event and be responsible for the planning, staffing and execution of the program reporting back to the TMA on a regular basis with status updates. Following are our event team leads:

- Fall Musical Event Team Leads - Sue Davey/Jen Jones/Jamie Olander
- Music-a-thon - Mary O'Coin
- Winter Concerts - Lindsay Ewing
- Archery - Rom Portwood
- Membership – Cheryl Reeve, Lindsay Ewing, Stephen Celuzza



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## Sponsorship

We have two TMA members -- Jen Jones and Mary O'Coin – who have stepped forward in a team effort to review and manage our sponsorship efforts. Both women bring event, fund raising and previous sponsorship experience to the table and we look forward to enhancing this important element of our organization with their respective expertise.

## Apparel

Brenda Cebien has assisted in identifying an apparel vendor, First String, to work with in providing a variety of branded attire for the kids and families associated with the TMA. The primary benefits are:

- all purchases will net 15% of the price back to the TMA
- The vendor will provide a link to a dedicated virtual store front where kids and families will be able to order clothing and branded attire in both mens/womens sizes with a 7 day turn around
- Orders by November 30 will guarantee delivery by Christmas.

## Upcoming Events

- Friday Nov 20, 7pm, Once on This Island
- Saturday Nov 20, 7pm Once on This Island
- Sunday Nov 22, 2pm, Once on This Island
- Wednesday Dec 9, 7:00pm, Jr High Winter Vocal Concert (Snow Date - Fri. 12/11)
- Monday Dec 14, 7:00pm, Jr High Winter Instrumental Concert (Snow Date - Fri. 12/18)
- Thursday Dec 15, 7:00pm, Winter Concert (Snow Date - Monday 12/21)

The meeting was adjourned at 8:30 p.m.