

# NAOPA ORCHESTRA PARENTS MEETING MINUTES

*Wednesday, September 15, 2010, 6:45 pm – NASH Orchestra Room*

## WELCOME & INTRODUCTIONS

Sarah Lavelle welcomed everyone. She announced that NAOPA meetings will be held in the NASH Orchestra Room this year. She introduced President Carolyn Goodman, who explained the purpose for NAOPA.

## REVIEW OF MINUTES

There were no minutes to review.

## TREASURER'S REPORT

Treasurer Suzanne Girard provided the report. NAOPA reported a net change in cash of -\$1,510.00 from the previous school year. NAOPA has approximately \$13,000 available right now, which is a good financial situation.

## COMMITTEE REPORTS

### BANQUET

There is no person assigned to this committee. Sarah Lavelle explained the duties for the chairs of this committee. Linda Campbell volunteered for this committee.

### PUBLICITY

There is no person assigned to this committee. Sarah Lavelle explained the duties for the chair of this committee. It is used to publicize the Strolling Strings.

### BYLAWS

The bylaws have been written. This committee oversees the bylaws, which are posted on the website.

### CHAPERONE COORDINATOR

Karen Napoli reported there are two Strolling Events in October. She needs three chaperones for each event. Mrs. Lavelle reported that the ninth-grade orchestra members will not stroll at outside events this year to allow them more time to memorize the music. It also makes the strolling performances more manageable as the orchestra continues to get larger. They will continue to stroll during Orchestra performances.

### TRIP CHAPERONE COORDINATOR

Mrs. Lavelle explained the duties for this committee, which needs a chair. Denise Dunbar volunteered for this.

## FUNDRAISING

Cathy Poole will lead this committee. There was discussion on whether students will do individual fundraising this year. The fundraising information was distributed to those in attendance. There is a need for coordinators for the individual fundraisers.

## UNIFORM

Linda Cardimen will lead this committee. She reported on the uniform fittings at the end of the month. She asked for volunteers to help with the fittings. There is also a need for an additional seamstress.

## SOLO FESTIVAL COMMITTEE

Sarah Lavelle explained how the Solo Festival functions. The committee needs a least one chair.

## ORCHESTRA DIRECTOR'S REPORT

### NAOPA WEBSITE CHANGES

The School District has asked the orchestra to post everything on the district's website, instead of the naorchestra.org site. The orchestra information is now under Mrs. Lavelle's website. The naorchestra.org website will continue to include the NAOPA information and the fundraising information.

### 2011 ORCHESTRA TRIP

Sarah Lavelle announced the trip would be to Chicago April 7-11, 2011. There will not be a performance or Festival or Strings this year. Instead, we will take advantage of several outstanding opportunities for clinics. The trip price will be in the \$500 range.

### OTHER INFORMATION

Sarah Lavelle distributed magnets with orchestra information and dates. She also explained the procedures for Strolling Strings groups and performance assignments.

Sarah Lavelle reported she took a number of students to PMEA auditions earlier this week. 24 NA students were chosen to participate, which makes up 27% of the entire ensemble. They will perform at the festival in November.

Sarah Lavelle explained the symphony program. Auditions for those who want to be section leaders will be held at the end of September. All other string players may participate without auditions.

## OLD BUSINESS

None.

## NEW BUSINESS

### DISTRICT-WIDE ORCHESTRA T-SHIRT SALES

There will be a sale this year, using a design selected as the winner from a student design contest.

### SPRING FUNDRAISER CONCERT

Sarah Lavelle has been looking into possible performers. Mark Wood is one potential performer, and Mrs. Lavelle would like for feedback on that possibility.

Meeting adjourned at 7:40 p.m.

## **Minutes of the meeting of the North Allegheny Orchestra Parents Association Thursday, October 21, 2010, 6:45 pm – NASH Orchestra Room**

### **Welcome**

The meeting was called to order by president Carolyn Goodman.

### **Review of minutes**

Carolyn Goodman reviewed the highlights of the September 2010 meeting.

### **Treasurer's Report**

At the September 2010 meeting, NAOPA approved a donation of \$1300 to the Christine Loverti Scholarship Fund. A check will be donated by treasurer Suzanne Girard.

### **Committee Reports**

#### **Publicity**

Coordinator Myrna Bella will distribute documents to find more sources of publicity.

#### **Chaperones**

- Karen Napoli reported that there have been two Strolling Strings events already, which went well.
- For upcoming events, an email will be sent to parents indicating the event, need for chaperones and an opportunity to respond. Periodic updates will be sent regarding the status of chaperones.
- There is one strolling event in November and many in December, including the concert, for which approximately ten chaperones are needed.
- Mrs. Lavelle indicated that she will have the Strolling Strings perform at each of the elementary concerts in January.

#### **Uniforms**

All fittings are complete and the orders have been placed.

#### **Fundraising**

- The Green Sale is complete. The Joe Corbi and Pie sales are still open for one more week. Cathy Poole noted that the date could be extended if necessary.
- The program ad sales are open as well. There are many ad spaces still available.
- Cathy Poole stressed that the fundraising money can carry over for one year if a student does not go on the trip this year.
- There will be a district-wide t-shirt sale this year.
- NAOPA will hold a 50/50 raffle this year at the concerts. One volunteer is needed to count the money and tear tickets the evenings of the concerts.
- There will be no flower sales at the winter concert.

**Banquet**

The banquet will be held the last Wednesday in May. Mrs. Lavelle will check with the Chadwick to book the hall.

**Solo Festival**

The Solo Festival is scheduled for March 19, 2011. Doreen Vogel has volunteered to collect all paperwork prior to the event. One parent is needed to act as a coordinator the day of the event.

**Director's Report**

- + Cello Fury (formerly CelloFourte) will be here in February. They will conduct an afternoon workshop for students and perform in the evening.
- + Mrs. Lavelle has not yet heard from the host of the PMEA concert, despite frequent emails, and no information has been received. She is afraid that the concert may be cancelled.
- + A discussion was held regarding the status of the 2011 spring trip. After conducting a poll of the high school students, Mrs. Lavelle found that not many students are planning to participate in the trip for a variety of reasons. The decision was made to cancel the trip and have the students continue to raise money which will be saved for their 2012 spring trip. Mrs. Lavelle will look into other opportunities for clinics in the Pittsburgh area.
- + The checks which have already been submitted will be returned.

**Old Business**

A committee consisting of Cathy Poole, Sarah Lavelle, Carolyn Goodman and Matt Howell will meet to discuss the change in the by-laws regarding the not-for-profit status of the NAOPA.

**New Business**

Linda Zheng won the t-shirt design contest.

The meeting adjourned at 7:26 pm.

Minutes submitted by Karen Howell

## **Minutes of the meeting of the North Allegheny Orchestra Parents Association Thursday, November 18, 2010, 6:45 pm – NASH Orchestra Room**

### **Welcome**

The meeting was called to order by president Carolyn Goodman.

### **Review of minutes**

Carolyn Goodman reviewed the highlights of the October 2010 meeting.

### **Treasurer's Report**

Currently, there is approximately \$13,000 in available funds. The money from the various fundraisers is beginning to come in. 198 pies were sold, for an \$1800 profit. The Joe Corbi sales netted \$1154.25 (\$3815 gross). Cathy Poole will not know the totals for the greens sale until the invoice arrives. All fundraisers are down, presumably due to the cancellation of the spring trip.

Suzanne Girard highlighted the Committed Funds listed at the bottom of the spreadsheet under accounts payable. Funds have been set aside for the Loverti Scholarship, the 2010 Spring Concert CD's and a balance in Student Accounts. The membership agreed that the students would be allowed to carry the balance and have it applied to the 2012 trip.

### **Committee Reports**

#### **Publicity**

Coordinator Myrna Bella placed a Strolling Strings ad in the Chamber of Commerce newsletter.

#### **Chaperones**

Karen Napoli reported that the Strolling Strings events which were already held went very well. There are enough chaperones for the December Strolling Strings events, except the concert, for which more parent chaperones are needed due to the addition of a Ninth Grade String Orchestra. An updated list of the Strolling Strings events is available on the calendar on the website.

#### **Uniforms**

The additional dresses have been delivered and were distributed to the students. The tuxedos were delivered and will be given to the boys tomorrow. Another shipment is due next week. The money that was budgeted by the school district for the purchase of uniforms has been spent. Mrs. Lavelle requested that NAOPA add money to cover the cost of the additional uniforms. Mrs. Lavelle will forward the invoice to Suzanne Girard. Cathy Poole will make additional headbands over Thanksgiving weekend.

#### **Fundraising**

- Fundraising was discussed during the treasurer's report. Ad sales, Joe Corbi sales, pie sales and Greens sales are all down this year, probably because the trip was cancelled.
- 39 ads were sold, for a \$2200 profit. There was a discussion that ads could be sold for just the spring concert program.

- Joe Corbi sale items and the Pies will be delivered the morning of Saturday, November 20. Parents will be needed to organize and distribute the food.
- The greens will arrive the week after Thanksgiving. Cathy Poole will receive the Fed Ex tracking information and call those who sold the greens to notify them of the pickup date and time.
- The district-wide Orchestra t-shirt sales have gone well.
- There will be a 50/50 raffle at the December concert.

### **Banquet**

The Chadwick has been reserved and the deposit paid.

### **Director's Report**

- The CD's from the 2010 spring concert are in the process of being made.
- The PMEA honors orchestra event was cancelled.
- West Virginia University hosts an Honors Orchestra Festival, which will be held February 24-26. The cost will be approximately \$150. Two parent chaperones are needed. The forms were made available to the students today. The students who were accepted to the PMEA event which was cancelled will be given preference, then anyone else who would like to go may apply.
- The Pittsburgh Symphony is holding a Tchaikovsky Festival. Mrs. Lavelle will take a group of students to Fox Chapel to participate in a high school component, along with Fox Chapel and Mt. Lebanon's orchestras. Each orchestra will play a movement of a Tchaikovsky piece for a guest conductor, an expert on Tchaikovsky, who will critique the orchestras.
- Mrs. Lavelle will be inviting a violin professor from Slippery Rock University to offer a clinic.
- NAI String Orchestra won a pumpkin decorating contest. The prize is an ice cream social, which will be held on Wed. November 23, 2010.

### **Old Business**

The committee exploring the change to not-for profit status will meet in January to discuss changing the fundraising procedures.

### **New Business**

There is no new business.

The next NAOPA meeting will be held on Thursday, January 20, 2011.

The meeting adjourned at 7:40 pm.

**Minutes of the meeting of the North Allegheny Orchestra Parents Association  
Thursday, February 17, 2011**

**Welcome**

The meeting was called to order by Carolyn Goodman, president.

**Review of Minutes**

The minutes of the November 18, 2010 meeting were reviewed by Karen Howell

**Treasurer's Report**

NAOPA currently has a cash balance of \$21,000, of which \$14,000 is available funds. There was an increase in available money due to the 50/50 raffle, t-shirt sales and strolling strings events. Treasurer Suzanne Girard recently paid for a number of miscellaneous items and the concert CD's.

**Committee Reports**

- Publicity – no report
- Chaperones –
  - Karen Napoli reported that the strolling events held through the fall and December were great. The strolling strings also performed at the elementary school orchestra concerts in January and all were very well received. There are a number of upcoming events, for which volunteer chaperones will be required.
  - Karen recommended that NAOPA buy electric basses for strolling strings events since the newer buses purchased by the school district do not accommodate the basses due to the narrow aisles and tall seat backs.
  - The membership agreed to allot \$4000 to purchase electric basses.
- Uniforms – no report
- Fundraising
  - Ad sales: The list of ads sold was made available. The amounts earned by individual students will not be known until after the spring programs are printed and paid for. More ads can be sold for the spring program, including page 3, which was not sold for the winter concert program. The suggestion was made that more programs be printed for the spring concert because there were not enough printed in the winter.
  - Pierogie Fundraiser: An orchestra parent suggested that the students sell pierogies this spring. Cathy Poole will make the necessary contacts in order to receive more details and permission.

- Banquet: The banquet will be held on May 25, 2011 at the Chadwick in Wexford. The students requested that the banquet include a dance. The orchestra typically hosts a dance on the trip, but there will not be a trip this year. Also, there will be no trip video to view during the banquet, allowing time for a dance. NAOPA will purchase gift cards for the banquet.
- Flower sales: Cathy Poole will request permission to sell flowers at each elementary school concert. She will need volunteers to help sell the flowers.

### **Director's Report**

- In lieu of the orchestra spring trip, Mrs. Lavelle has had numerous opportunities for the students to work with guest instructors. The NASH Chamber Orchestra attended the Tchaikovsky Festival at Fox Chapel High School, and professors from Slippery Rock University and Duquesne, as well as a cellist and a bass player from the Pittsburgh Symphony, will come to NA to work with the orchestras.
- Five students went to District Orchestra. All five were selected to move on to regionals.
- Chamber auditions have been held
- Mrs. Lavelle is collecting proposals from travel agencies for trips to California and Florida in the spring of 2012. The decision will be made soon and details shared at the March meeting.
- The Symphony will be taking their trip to Hershey Park on May 21, 2011. The 50/50 raffle helped subsidize the cost.

### **Old Business**

Cathy Poole has begun making inquiries regarding NAOPA's not-for-profit status.

### **New Business**

- There were CD's of the spring 2010 concert left over. A discussion was held to determine ways to avoid losing money in this way in the future. Suggestions included pushing the vendor for a quicker turn around time, separating the symphony CD from the orchestra CD to make them cheaper, and possibly finding a cheaper vendor. The extras will be for sale at the 2011 spring concert.
- The Cello Fury concert has been postponed until May with the possibility of postponing until fall. A suggestion was made to have them hold a workshop for the students this spring, then perform a concert in the fall.



- The Solo String Festival is scheduled for March 19 from 8:00 am – 4:00 pm. Doreen Vogl will make the arrangements and schedules in advance. Another adult volunteer will be needed to help with the registration table the day of the festival.
- Officers will be elected at the April meeting. Cathy Poole recommended forming a nominating committee in order to have nominees in order for the March meeting. Carolyn Goodman will send an email requesting volunteers for the nominating committee.

The meeting was adjourned at 7:58 pm.

Minutes submitted by Karen Howell

## **Minutes of the Meeting of the North Allegheny Orchestra Parents Association Thursday, March 17, 2011**

### **Welcome**

The meeting was called to order by president Carolyn Goodman.

### **Review of Minutes**

Karen Howell reviewed the minutes from the February 17, 2011 meeting.

### **Treasurer's Report**

Suzanne Girard reported that NAOPA currently has \$14,700 available cash of the \$22,700 total on the books. There have been recent deposits from strolling events and money raised from the symphony. The total profits from fundraising will be announced after the spring concert program has been printed. There was a question regarding a request to contribute to a general scholarship fund. Carolyn Goodman will research the scholarship and report more at the next meeting.

### **Committee Reports**

**Publicity** - No report

**Chaperones** – The students performed at the Jewish Community Center on March 16. They will perform at Vincentian Nursing Home on Sunday, March 20, 2011. The final events for strolling strings will be the Beginner String Festival, the High School Concert and one other event in May.

**Uniforms** – The orchestra is in need of more bow ties and headbands.

#### **Fundraising**

- Pierogi sales – Cathy Poole received approval for NAOPA to hold a pierogi sale. The pierogis will cost \$5/dozen and will be sold for \$7.50/doz. (plum \$8/doz) They are frozen and will be delivered on Saturday, April 16, 2011. Mrs. Lavelle will upload the order form so it is available online.
- Flower Sales – Bouquets will be sold at the Elementary concerts. The dates are as follows:
  - Beginner String Festival – April 12
  - Franklin – May 4
  - Ingomar – May 11
  - Hosack and Peebles – May 16
  - Bradford Woods – May 19
  - Marshall – May 24
- Programs – No report

**Banquet** – The gift cards have been purchased.

### **Nominations**

The by-laws state that a nominating committee is required. Joumana Driscoll has volunteered to serve in this capacity.

### **Director's Report**

- The Solo String Festival is scheduled for March 19, 2011 from 9 am – 2 pm. About 50 students will participate.
- 7 high school students went to PMEA Regional and all made it to PMEA State.

- The symphony has concluded for the year. The directors made the decision based on scheduling conflicts for the students involved. There will be no spring concert or trip.
- The electric basses were purchased and the students have been using them in order to get used to them for strolling events.
- Mrs. Lavelle has been in contact with Cello Fury regarding dates for a concert in May, but has not heard back from them. The concert may have to be postponed until the fall.

### **Trip Report**

Mrs. Lavelle has solicited itineraries from three companies for trips to both Florida and California. Due to the excessive cost of a trip to California, the orchestra will travel to Orlando next year. She detailed the three proposals and will make a decision on which company to use by the end of the school year.

The meeting was adjourned by Carolyn Goodman at 7:45 pm.

Minutes submitted by Karen Howell

## **Minutes of the Meeting of the North Allegheny Orchestra Parents Association May 19, 2011**

### **Welcome**

The meeting was called to order by president Carolyn Goodman.

### **Committee Reports**

#### **Fundraising**

- Ad Sales – The programs looked better this time. There was a total of \$4,495 worth of program ad sales for the 2010-2011 programs.
- Flower Sales – NAOPA made \$120 in flower sales at the spring concert.
- Loverti Scholarship - \$330 was collected at the spring concert. Cathy Poole moved to have NAOPA supplement the amount collected by donating \$1,000 toward the Loverti Scholarship. Carolyn Goodman seconded the motion. The motion carried unanimously.
- Uniforms – The collection of the uniforms from seniors is scheduled to take place soon. The students will be given more information next week.
- Chaperones – The chaperone committee will meet in June.

### **Treasurer's Report**

Suzanne Girard reported that NAOPA currently has \$21, 500 in the bank. Of that amount, \$13,000 is available and \$8,500 is committed. Since February, the Strolling Strings brought in about \$2,000. Pierogi sales netted about \$3,000. NAOPA purchased and paid for three electric basses for the Strolling Strings and NA Orchestra program. In light of the budget cuts, NAOPA may be asked to supplement more costs associated with the orchestra program such as buses for strolling events, etc. The individual student profits will be summarized and families notified by the end of the school year.

### **School Board Meeting Update**

Dana Leasure offered a summary of some of the items covered at the North Allegheny School Board meeting, specifically those items which will affect the music program. The proposed budget includes the elimination of all field trips. The implications of this is yet unknown. It is not known whether it will include strolling events, PMEA, second grade trip to the PSO, etc. At this point, there are no staffing changes and no plans to drop or modify the elementary music programs. The school board has approved the proposed budget with the understanding that it is a work in progress. The report is available online.

The parents' associations from the orchestra , band and chorus are considering a collaboration to offer support to each other.

### **Director's Report**

Sarah Lavelle reported that she has chosen to procure the services of New Horizons to plan the trip to Orlando, Florida in 2012. This company sets up individual accounts, so the students have the option to deposit money directly into the account, without having to go through the NAOPA treasurer. A meeting

will be held at the beginning of the school year to give the information about the trip, including all the fundraising options available.

The directors are considering having the ninth grade students participate in Strolling Strings beginning in January, 2012, as in the past.

### **Nominations**

The following slate of officers were nominated and elected unanimously.

President: Carolyn Goodman  
Vice President: Cathy Poole  
Secretary: Matt and Karen Howell  
Treasurer: Kelly Miller

Minutes submitted by Karen Howell