

Shepherd Hill Music Parents Association

February 28, 2018- SHRHS Library

1. Welcome - meeting called to order at 6:36 pm. Board introduced.
2. Secretary's Report – no discussion., Motion to accept, seconded.
3. Director's Report
 - a. Becky- Great festival. Kids were well informed, thanked for security. Negative was magnet got broken-kids left a sorry note. It was too cold for 2 groups, they were moved. Best food, fun. Judges were happy. Working on grants- Melzner grant for \$50,000 for new piano- it can't be fixed. Another grant for mirrors. Another for concert choir festival. A grant through the state to redo auditoriums- working on that. Ohio coming up. Mystique at rock and roll hall of fame- they auditioned to get on will live stream it. District show- april. Fees discussed. 6 flags 5/18. Alumni for chorus- shirts for sale for alumni only to help pay for leadership camps.
 - b. Dave- Recent performances winterperc, guard and jazz band. Guard 3rd show in 3rd place. WGI - 2 years ago was last. this year 3rd. Perc 1st show at Dartmouth- 3rd place. Working hard. Jazz band done with bball games. Spring concert 4/10, pops concert 5/11. District art show 5/4. 5/17 district jazz night at CMS. 5/18 festival at south hadley then 6 flags. Spring- concert/marching band will perform for 4th graders. March will meet with Heritage music teacher. Alumni program started- FB page started, may do a reunion. 368 people joined since Friday- the FB page. May help to get volunteers.
4. Treasurer's Report – As of yesterday, smaller page. Balance is \$36,833. Additional deposits. Expenses still coming in \$33,000. Outstanding checks. Show choir home show expenses. Craft fair- balance, outstanding check to PD. Funds have not yet been transferred to general checking account. Made \$4000 less than last year. no second

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floor, attendance down, food cost up. Savings at \$30,000. Gillette payouts Nov/Dec check came in tonight. Question about Show choir home show expenses- they are preliminary. Food expense analysis was down- awaiting report. Kristin would like to see so she can order for the band home show. Maureen will get a breakdown for those requesting. Will have for next meeting with breakdown with to date numbers. On second sheet- actual revenue should be negative not positive because some of that is revenue for registrations for next year. Discussion about budget. Motion to accept with change noted. seconded. all in favor, none opposed.

5. Old Business

- a. Mattress Fundraiser – tabled until next meeting. Teri is not here.
- b. Gillette Update – Summary- 19 events. Total- \$25,204.27. may change when Dec payment received. \$ 3560 for incentives. SHMPA \$21,644.27 made extra for commision on 5 events. deductions 4 instances of bank deductions- last year more than half. Had several bonuses. Volunteer summary- 217 spots filled, 29 filled by students 78 volunteers. New booth, was big incentive. Requires 14 people, need more experienced people- a lot of those people are parents of graduating seniors. Increased of new parents helping. Need to expand core team. Commit to being team trained, servsafe certified. training is free. See attached forms from Kristie/Kristin. Most benefit from tier 1 and 2. Had a great year, great supervisor. Discussion about recruiting more volunteers. Discussion about craft fair revenue and Gillette revenue, budget/earned and expenses discussed. Discussion about what needs to be purchased by/for SHMPA. Discussion about what directors would like/need. Doing a presentation during the spring show. Vote for Do we want to do Gillette? 24 yes. 1 no. Tier 2 - 19 Tier 3- 1. We will commit to 20- 19. Minimum members 5-9- 19 10-14 no votes.
- c. Show Choir Home show- Thank you to volunteers. Stefan does a lot of behind the scenes. Terry Salonis helped a lot. Russ Tavares- although paid went over

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and above. Steve, Deb, Mark, Brian, Hilary, Kristin and Jim, Becky, all the people who helped out.

6. New Business

- a. Polar Plunge -Dave brought it in. Volunteer for feasibility study. Dudley beach, Foskett, Webster lake.
- b. Fall MICCA show - send out postcards to local bands. For noncompeting bands do a band olympics and do half-time shows. 12-3pm. Idea. Want to chair
- c. NESBA- home show- Some changes made to set up and flow. Medals ordered. Sign up needs to be sent out again. March 25. 12-6 is show.
- d. Spaghetti supper- April 11- district show. spaghetti supper before. 4:45 pm dinner. SH Music runs this and profits from the dinner. SHMPA volunteers but does not profit. Maybe do a raffle basket.
- e. Old Home Day- we need a chair for the event. Tabled discussion til next meeting.

Meeting adjourned at 8:44 pm.

Next meeting Wednesday, April 4, 2018 at 6:45 pm in the Library

Gillette 2017 Payment Statement Summary (As of 02/28/18)

Month	Events	\$Donation Total	Incentive Amounts	Paid or Estimated
April	1	1200.00	240.00	Paid
May	3	4700.00	560.00	Paid
June	2	1267.83	400.00	Paid
July	2	2400.00	360.00	Paid
August/Sep tember	7	8909.07	1260.00	Paid
October	2	2831.06	320.00	Paid
November	1	1757.56	200.00	Paid
December	1	1300.00*	220.00*	Estimated
Post Season	0	0	0	0
Sum Totals	19	24365.52*	3560.00	Estimated
Deferred Total		838.75*		Estimated
Final Total		25204.27*		

\$ 21,644.27 JHMPA

2017 Donation Notes

- We are currently awaiting the December and Final Payment Payout Checks.
- As of 2/20/18, final Incentives for the November and December events were sent to Becky, Dave and SHMPA to be paid to Student Accounts.
- Total Deferred Donation Amount to Date: \$838.75 - This amount will go up some b/c all Patriot games result in some deferred amount. This amount should come back to us at the final payout provided no issues were found for our group.
- Total Deductions to Date: Only 4 instances of bank deductions greater than \$25 over 19 events. A significant decrease from last year.
- Total Bonuses Paid to Date: About \$800 has been included as bonus money above. An increase over last year.
- We earned Commissions on 5 events to date (U2 and 4 PATS games)

Volunteer Summary

- 217 spots were filled in total with 29 of those spots filled by students 16/17/18
- 78 adult volunteers with 34 adults doing more than one event
- 14 student 16/17/18 volunteers with 7 students doing more than one event
- 6 Core Team Volunteers did greater than 9 events, with the most 14 events
- 28 Volunteers overall did between 2 and 5 events

*- Yes Gillette
- 5-9 members
- Tier 2*

2017 Gillette Year In Review

- Our contract commitment was between 8 to 10 people, yet we consistently averaged just 11 people overall, with many events at 14 people
- Memorial Day Weekend lacrosse events with bonuses plus early season events really helped us gain momentum on the contract
- Improved cash, inventory and serv safe inspections.
- Local Kitchen assignment was positive result for our group and repeat attendees
- Consistency with Supervisor Assignment was a plus, he backed us up all the way
- Creation of our cheat sheets was a plus
- LK Booth definitely requires 14 people solid for a concert or Pats event.
 - Experienced people must work the back windows to keep up with volume
 - Preppers and Fry Guys
- Incentive program was a benefit
- Allowing 16/17's was a benefit, some did several events
- Ability to allow one or two people to arrive late was ok provided approval received ahead of time
- Increase in new people helping out

What do we need to be successful in next contract year (assuming LK Booth commitment)

- Must expand the Core Team in a manner that allows us to spread out the events, reducing the dependence on the same 2 to 3 people
- Need more people to be TEAM trained, reducing the dependence on the same 2 to 3 people
- Need more people to take on Team Leader responsibilities, again reducing the dependence on the same 2 to 3 people
- Need to split up the Serv Safe assignments (K.Laabs, K. Doyle, M.Champoux, D.Wilson) - We will need to speak to Gillette to determine if they will allow us to send another person to be Serv Safe Trained.
- We can provide training ahead of time regarding booth set up activities
- Create more visual cheat sheets to help teams prepare ahead of time
- Keep incentives going - this was a positive contributor to why people did more than 1 event

Upcoming Training Opportunities

Serv Safe Training - Saturday April 7th 8:30 am to 5 pm

Serv Safe Training - Saturday June 2nd 8:30 am to 5 pm

Please note: Anyone committing to training must be available to assist with multiple events. Interested parties must consult with the Gillette Co-Chairs before attending any training session.

2018 Event Package Choices

Concession Stand Packages

Tier 1:

30-35 Events

- In charge of operating a concession stand
- 16.5% commission on food and non-alcohol beverage sales and meal coupons that are redeemed at your location

Tier 2:

20-30 Events

- In charge of operating a concession stand
- 14.5% commission on food and non-alcohol beverage sales and meal coupons that are redeemed at your location

Tier 3:

10-20 Events



- In charge of operating a concession stand
- 12.5% commission on food and non-alcohol beverage sales and meal coupons that are redeemed at your location

Fill In Packages

- Assist other non-profit groups run their concession stand or vending room
- \$100.00 Flat Rate per person
- Minimum 5 people per fill in group

Vending Packages:

Tier 1:

- 30-35 Events
- \$125.00 flat rate per person

Tier 2:

- 20-30 Events
- \$100.00 flat rate per person

Group Name: _____

Package Choice 1 Type:

Package Choice 1 Name: _____

Package Choice 2 Type:

Package Choice 2 Name: _____

Package Choice 3 Type:

Package Choice 3 Name: _____

2018 Schedule To Date

Date	Day	Event Start	Event	Comments
3/10/2018	Sat	12:30pm	Revs	Missed
3/24/2018	Sat	12:30pm	Revs	Show Choir Comp
4/6/2018	Fri	6:30pm	Revs	Weekday
4/14/2018	Sat	6:30pm	Revs	
4/21/2018	Sat	2:30pm	AMA Supercross	
4/28/2018	Sat	6:30pm	Revs	
5/5/2018	Sat		MCPHS	
5/12/2018	Sat	6:30pm	Revs	
5/19/2018	Sat	6:30pm	Revs	Prom
5/26/2018	Sat	12:00pm	NCAA LAX	Holiday Weekend
5/27/2018	Sun	12:00pm	NCAA LAX	Holiday Weekend
5/28/2018	Mon	12:00pm	NCAA LAX	Holiday Weekend
5/30/2018	Wed	6:30pm	Revs	Weekday
6/2/2018	Sat	6:30pm	Revs	Graduation Weekend
6/10/2018	Sun		Monster Jam	
6/30/2018	Sat	6:30pm	Revs	
7/7/2018	Sat	7:30pm	Revs	SHAD CHOIR CAMP
7/14/2018	Sat	6:30pm	Revs	
7/26/2018	Thur	7:00pm	Taylor Swift	
7/27/2018	Fri	7:00pm	Taylor Swift	ILLUSION CAMP
7/28/2018	Sat	7:00pm	Taylor Swift	
	Sat		International Soccer	
	Sun		International Soccer	
8/11/2018	Sat	6:30pm	Revs	
8/24/2018	Fri	5:00pm	Kenny Chesney	Last day of band camp/preview
8/25/2018	Sat	5:00pm	Kenny Chesney	
9/1/2018	Sat	6:30pm	Revs	Holiday Weekend
9/14/2018	Fri	7:00pm	Ed Sheeran	
9/15/2018	Sat	7:00pm	Ed Sheeran	
9/22/2018	Sat	6:30pm	Revs	Possible Homecoming
10/13/2018	Sat	6:30pm	Revs	Possible Band event
10/28/2018	Sun	4:30pm	Revs	

→ OCT RATHER THAN SEPT.

Not depicted are 2-4 Preseason Patriot Games (Mid Aug to Early Sept)

Not depicted are 8 Patriot Games (Sep - Dec)

Not depicted are Patriot Play off Games