

Piano Booster Club Meeting - Board Only

March 7, 2023 – 6:00 pm

[Zoom Link](#) - Meeting ID: 986 5940 3768

Passcode: 438670

I. [February Meeting Minutes](#)

II. [February Financial Report](#)

- A. Our filing date for form 990-N is July 15th - fiscal year ends June 30th to coincide with the school district
 - 1. Crystal spoke with Adrien Ruiz about logging into IRS - Adrien needs to add Crystal to the account as the IRS requires two factor authentication and Adrien used her biometric data (face recognition).
- B. Still waiting on the IRS to correct our legal organization name spelling
- C. Update from Crystal regarding conversation with Erica about financial reports
 - 1. Requesting greater detail, transition to Google sheets, monthly tabs
 - 2. Erica will continue doing financial reports and Crystal will be taking over Charms once Adrien has a chance to train her at the end of the school year or over the summer.

III. Chorus Boosters Request

- A. Want us to submit a W9 to Carolina Voices, accept payment on their behalf, and then write a check back to them
- B. Did we respond to the email sent on 2/27?
 - 1. Stonnell to reply to email and include nwsapiano@gmail.com letting chorus know that we are willing to do this

IV. Piano Department Fee Update

- A. Deadline to pay \$75 fee was Friday, 9/30
- B. As of 2/26/23, 72 of 79 families have paid fee (91.1%) - \$525 short
- C. Susan Shenk (daughter Rebecca Shenk) - wants to donate approximately \$500 from Charms account to students in need - have transferred \$150 to 2 students in need as of 2/9/23

V. School Audit Compliance Follow-Up

- A. Has Mrs. Stonnell's name been removed from all tax documents?
 - 1. 990-N requires a name to be included on the form in order to be filed
 - a) Whose name should go on the form if it can't be Kristin Stonnell?
 - (1) Answer from Cathy Leeson: must be booster president or financial officer
 - (2) **Adrien, Erin, and Crystal will need to meet together in May or early June - Erin's name will be the one to go on the 990-N.**

(3) Double check with the bank - make sure the organization name AND the individual's name is on all correspondence - reach out to Erica

2. Piano Boosters Tax ID: 56-2441232
3. There is an ID.me account, but it was set up through Adrien Ruiz
 - a) Once Adrien adds Erica to account, we should be able to make the name change ourselves
4. Adrien says there is a document on the thumb drive called "notes" - all logins, passwords, etc. are there
 - a) Stonnell gave the thumb drive to Amaya on 3/1 and uploaded all files to Google Drive for safe keeping

VI. Revisiting Old Issues

A. Old Baldwin in auditorium

1. Submitted ticket for removal on 1/31/22 - still waiting for pick-up
2. Once finally removed, work with CMS Building Maintenance to install locked gate on stage for Steinway

B. Young Chang in Black Box

1. Back in 2013, we purchased this instrument for \$7500 - it built was 2003
2. Long-term solution - move to new visual arts building for interdisciplinary collaboration

C. **NEW - Steinway Piano Scam**

VII. World's Finest Chocolate Fundraiser Wrap-Up

A. Still waiting to receive bill from CAB - received email from Colby on 1/29/23

B. Money owed

1. 51 boxes x \$35 product cost = \$1,785

C. Profit

1. 51 boxes x \$25 profit = \$1,275

VIII. Bank of America Wrap-Up

A. Final game from 12/30 has been paid out and posted to Charms - season is officially finished!!

B. Questions? Email Kristie Lauderbaugh - boa.nwsa.cab@gmail.com

C. NEW - received a bonus incentive check for meeting certain thresholds, which was split between chorus, BOB, and piano - our portion was \$666.66

D. **Volunteer Need - Amber House - parents to step into BOA roles for 2023 season**

1. **Erin - did you and Amber ever work this out?**

- a) **Several weeks ago, Amber responded to Erin saying she wanted to help, but nothing else has happened since then.**

E. **Stonnell to find out whether BOB or Chorus has started recruiting new volunteers or had any interest for lead roles**

- F. **Have Vera send out an email through Charms with the information and include the nwsapiano@gmail.com address for replies - emphasize the financial incentives (volunteer coordinator) and only one year in the job**
- IX. NYC Trip Updates - April 4-8, 2023
- A. Combined middle/high school music department (band, orchestra, chorus, piano)
 - 1. As of 2/26/23, we have 95 students (66 HS, 28 MS), 20 chaperones, and 5 teachers = 120 total travelers
 - 2. 21 are piano students and 9 are piano chaperones = 30 total
 - a) 3 chaperones are at single room rate (\$1400) and 6 chaperones are at double room rate (\$1,000)
 - 3. **Total Trip Collected = \$43,850, Total Trip Bill = \$44,788, which is a \$938 deficit**
 - B. Trip price - \$1,450 student, \$1,000 chaperone (double), \$1,400 chaperone (single)
 - C. **5th/final student payment (\$350) due by Friday, 2/24**
 - 1. All have paid!
 - D. **Trip insurance was due by Friday, 12/16 (non-negotiable, includes chaperones) - those who have not purchased will not travel!**
 - E. [Q&A Trip Document](#)
 - F. **Additional Meetings**
 - 1. **Student Meeting - Friday, 3/17 - Enrichment - 2:20-2:40 pm - E101**
 - 2. **Chaperone Meeting - Thursday, 3/30 - 6pm over [Zoom](#)**
- X. NFMC Piano Festival Results
- A. 26 Superior Ratings, 1 Excellent Rating
 - B. 4 Gold Cup Winners - 3 with 15 points (Clara Dunn, Constanza Martell Cote, Gabrielle Murray) and 1 with 30 points (Nora Schropp)
 - C. 2 Scholarship Division Participants - Maddox Lane-Cress and Ben Knox
 - D. 1 Scholarship Division Winner - Ben Knox (Moderately Difficult II)
- XI. March Classical Recitals
- A. Non-Honors Classes only
 - 1. Thursday, 3/10 (A3 HS Beginning Piano - 2:00 pm)
 - 2. Friday, 3/11 (All B-Day Classes)
 - a) B1 6th - 10:30 am, B2 8th - 11:35 am, B3 HS Intermediate - 2:00 pm, B4 7th - 3:15 pm)
 - B. Recitals scheduled to take place in the auditorium on the Steinway
- XII. **Honors Auditioned Pops Recital**
- A. **Monday, 5/15 - 7pm - NWSA Auditorium**
 - B. Students not selected will perform during the school day on Thursday, 5/11
 - 1. Any piano student with missing assignments on the day of the jury/audition (5/5) WILL NOT be selected to perform!
 - C. Daytime recitals for other classes scheduled on Friday, 5/12

- XIII. Reminders about Scholarships for Graduating Seniors
 - A. Proposed application deadline - Friday, 5/5
 - B. **Vote on winners - Tuesday, 5/9 (NEXT MEETING)**
- XIV. Miscellaneous Items:
 - A. Donated Keyboards through a teacher friend of Vera's
 - 1. Reach out if we need any
 - B. Organ Demonstration
 - 1. St. Peter's Episcopal - Stonnell is interested in bringing students
 - 2. May or may not happen before the end of the year
 - C. **Invest in a portable digital piano?**
 - 1. **For use in recruiting, community performances, etc.**
 - 2. **Stonnell to do some research before end of year with options to present**
- XV. Follow-up with action items from 1/10/23 Board meeting:
 - A. Removing Judith Zehmke from Instagram account
 - a. Has this been done?-- follow-up is needed
 - i. **Not yet, Erin will reach out again**
 - b. Request that teaching assistants take classroom photos and send them to Erin via text.
 - c. Erin to help manage Facebook and Instagram accounts
 - B. Is Vera's headshot on the website? – follow up is needed
- XVI. Wrap-Up – comments or questions?

Our next meeting is scheduled for Tuesday, May 9th at 6:00 pm (General Membership) - we will vote on scholarship winners! No April meeting due to New York trip and Spring Break!!