

CREC Greater Hartford Academy of the Arts – Parents, Friends and Alumni Association (PFAA)

Minutes – June 7, 2018

Present: Donna Hamre, Brandy Ciraldo, Jim Keller, Nick Chanese, Kim Stroud, Tonya Bradley, Bryan DeLaCruz, Evelyn DeLaCruz, Tammy Joseph

1. Administration Updates:

- Senior exams Tues-Thursday next week
- Academy Awards
- June 18th Nomad's Grad Night
- June 19th Graduation
- Reagan was given the left-over Auction items to choose from for the student raffles. Any unused items will be saved for next school year's events.
- 6/9 and 6/23 new student orientation and auditions. Students have registered and picked their audition spots.
- The ½ Day program has been added to the GHAA Late Lottery, applications are still being accepted. The Full Day program is full
- Juries will be held 6/15-6/21. Each day will be a half day. There will be busses for the students who need transportation after the Juries. 10:30 and 4:15 buses.
- Many graduations will be taking place in the theater building through June 29th
- Jim is still working on the dance weekends to be reserved. A tentative weekend is May 18th and 19th. Students can be made available to run concessions if needed. PFAA will need to arrange for volunteers to cover the concession stand during the dance weekends.
- Chorus Line received Halo Awards for: Best Musical, Best Ensemble, and Best Featured Dancer

2. Parent Senate:

- Tammy Joseph agreed to stay on as Suburban Representative for the Parent Senate. She will be communicating via email with any Senate Updates
- October will be the next elections for the Urban Parent Senate Role

3. Elections

- Treasurer: Evelyn DeLaCruz
 - i. The Current Bi-Laws say that School staff are not allowed to be officers on the PFAA. The PFAA Board voted to make an exception to the rule due to Evelyn's interest in the position, and the fact that she is a parent as well as staff member. Evelyn will be added to the PFAA bank account and Brandy Ciraldo, interim Treasurer, will be removed.

ii. Brandy will be checking with the UConn Law Department regarding the 501c3 status to ensure that there will not be any conflicts.

iii. All voted in favor of Evelyn as Treasurer.

- Secretary: Terry Darr
 - i. Terry was not at the meeting but had spoken with Donna Hamre prior to the meeting and accepted the nomination. The PFAA Board voted to elect Terry as Secretary and Terry had given Donna authority to accept in her absence. Terry Darr will be added to the PFAA bank account as backup, and Tonya Bradley will be removed.
- President: Bryan DeLaCruz
 - i. Brandy will be available to guide Bryan during the transition period
- ½ Member at Large: Tammy Joseph
- The current board and the newly elected board members will meet for a transition meeting prior to the new school year to transfer information

4. Treasurer's Report

- The invoice from J's Restaurant has not been received
- June 30th is the end of the fiscal year
- Theater Building Allocation: Maximum \$3500, the school gets a percentage of the concessions profit.
- \$6541 – Profit from concessions this year
- \$7104 – checking and savings (estimated total before J's Restaurant
- Auction - \$2060 Total Profit (Last year's profit was \$2500)
 - i. There are a lot of auction items leftover that did not sell. For next year, Auction items collecting should start much earlier to get interesting items that people would be interested in bidding on.
- The Boston Visual Arts College Fair is in November. This is a \$1000 expense and is a line item on the budget. PFAA needs to notify the school ASAP if this trip will be able to be funded so that Lynn Hoffman can make arrangements for the trip.
- Inventory of 16+ wireless microphones that are very widely used, will go out of compliance within the next 2 years. They will need to be replaced. The replacement costs are estimated to be \$12,000-\$16,000.
- PFAA will need to set the budget for next year and revisit additional funding requests.
- Director's receptions ticket sales increase this year from years past. There were a total of 56 tickets sold.
- Invitations/response cards stationary is a big expense. A postcard with an online link for responses would save money and postage. Possibly sending out 2 postcards, 1st could be a "Save the Date" sent in February then the follow up Postcard with the online link might be more cost effective

- More Marketing is needed for the Director's reception to get the word out more widely to parents/community that would be interested.
- June 14th Academy Awards – Scholarships
 - i. Tonya will present the awards. Performances begin at 6:30, awards ceremony 6:30-8:30
 - ii. Concessions will be open to sell off any leftover inventory. The remainder of the concessions items will be saved for the Fall.

5. Miscellaneous:

- Lowes Toolbox is a website that has grants available
- PFAA will meet on Thursday, June 28th at the Hartford Public Library at 6:00 for a transition meeting. Brandy will email budge information and will follow up with a conference call if needed prior to the meeting.

Respectfully submitted,

Donna Hamre, Secretary