



Nicolet Performing Arts Committee
Meeting Minutes
05-03-22

Attendees: Sue Richards, Erik Kakulis, Lisa Knigge Rondeau, Jamin Hoffman, Natalie Hansen, Michael McDowell, Joe Patek, Laura Dobrowits

1) Finance Report:

- a) Revenue: Sue reported that we had another Fundraiser at the Kabab Shack and received \$120.00 from the food sales percentage, thanks to Bobbi. Program ad sponsors. There are two outstanding invoices. I emailed the businesses and they should send in checks. That will add \$250.00 to our ad sales total. We received three new donations via Revtrak last month for \$110.00. The fish bowl from the Kabab Shack netted \$56.00. I did not receive any reports for March yet, as the accountant was out of the office for a bit, so I don't have updated figures and don't know whether we made or lost any investment income for the first quarter of 2022. I know there are some more fish bowls from the play and concerts, but I don't know the amounts, so I can't include them yet. Next month we will know. The Revenue to date I know about is \$9,536.00

[Addendum] I received the March reports May 4th. We had an investment loss of \$1,942.11 (ouch) for Q1 and investment fees of \$82.90. We collected \$391.00 in the fishbowls at Something Rotten and the Combined Concert.

- b) Expenses: Some subs were ordered for the Peter Pan Rehearsal, but I don't have details on that yet. Erik is donating the FastSigns banner amount of \$75.00. Thank you. PAC paid for the Senior Awards ordered from Crown Awards which cost \$191.00. The NYC Trip Theater trip tickets were actually \$3,012.50, not the estimate of \$3,100.00. We're expecting more expenses for the end of the year that PAC approved last month such as the harp soloists and accompanists for the 6/2 orchestra concert and the accompanists for the choir concert. Currently, without March reports, Expenses are at \$9,724.81. So, the end of year projected balance is approximately \$28,855.00.

2) Band Update

- a) Mr. McDowell: A busy period is coming after a relatively quiet April. This weekend we have the Big Band, 2 Jazz Combos, the Woodwind Ensemble and the Brass Ensemble all performing at the WSMA State Festival. We're excited about that.
- b) (Not in agenda.) Mr. McCarthy's retirement is coming up. He's been at Glen Hills for well over 25 years and he will have his last concert on Tuesday, May 17th. I'm planning to attend that with a group of students who will make him a card and present a gift to let him know that we appreciate all he has done for the district and the Nicolet area.
- c) We have the concert on Wednesday evening, May 18th. This will feature the Concert Band, our Jazz Combos and Symphonic band. We're also going to be holding the senior recognition and recognize the kids for the wonderful things they've done this year and prior years.
 - i) An ice cream reception will follow. Jen Friedman and I have been working on that together and we'll have 12 gallons of ice cream, toppings and bowls, etc. I sent out an invite today for volunteers. One parent already volunteered. Planning for that reception is under way.
- d) Laura Anderle and I are taking 29 band, choir, orchestra and theater students to New York. We're leaving on Thursday, evening May 26th. We'll be on the bus overnight, arriving in the City Friday morning. We'll spend Friday, Saturday, Sunday and Monday in New York City and then head back to Nicolet. We'll leave in the evening and arrive back sometime on Tuesday. The kids will miss 2 days of school for that event. We'll be seeing Hades Town, Macbeth, Harry Potter and The Cursed Child. We're going to Birdland. We'll see the Chamber Orchestra of New York. I'm looking forward to spending time with all the seniors on that trip. When we get back, the Big Band will be performing at the Senior Awards on June 1st. We'll all be performing with the choir and orchestra at the commencement scheduled for Thursday evening, June 9th. We'll probably have the Big Band at the 4th of July parade on July 3rd or 4th.

We have another busy performance season, but it feels good to be playing again.

3) Choir Update

Sue: Trinny sent an email.

- a) For the state solo & ensemble, they have 12 choir events going. The Royal Tea is next weekend. The spring choir newsletter contains all their upcoming events which includes the Choir Concert on May 25th, a Memorial Day concert on May 30th where the students will perform with the Milwaukee Metropolitan Community Concert band to honor and salute the men and women and their families who are serving or have served in our six branches of the armed forces. Graduation June

9th with the band & orchestra and then SSB - Star Spangled Banner at the Brewers game on June 21st. They are also having a flower sale.

4) Orchestra Update

- a) Jamin: Our concert is coming up on June 2nd. The last concert. It's the day before the last day of school for seniors. It will be interesting and fun. The kids are really buckling down and applying themselves well which I am very happy to see. Usually by this time of year they are getting a little antsy to leave, but this crop of kids is really good and focused this year.
 - i) The harpist for the concert will be Lauren Finn. She is a graduate of Nicolet High School. She's the reason that Nicolet owns a harp. When she was a student here, the Nicolet HS Foundation agreed to pay for and purchase a harp. We've had it ever since and used it for her and also Callie Green. I have another student coming in who also wants to play harp. I think it will be put to good use again. Lauren has agreed to play the concert and do all the rehearsals necessary for a fee of \$500.00, which is very reasonable. Sue, I will send you an order form with that info so you can process the payment. The Business Office wants all the invoices in by May 4th for the end of the year.
 - ii) Snacks for the Day after the concert. I will be going to Pick N Save to pick up the snacks. I will be ordering pizzas for the day of the concert. I will send you the receipts for those items. I have an estimate I could send you if you'd like.

That's it. A snowball rolling down hill. I'm looking forward to the concerts because they show how hard the kids have been working. I enjoy doing what I do and during summer I feel at loose ends.

5) Theater Update

Michael: The Children's Show - Peter Pan production was last week. That was very well received. A big shout out to Patty, Laura and Colleen.

- a) Now Laura is transitioning over to the Student Directed One Acts which are a quick turnaround in 2-3 weeks. They finish one production and jump right into the next one. They are usually a collection of short pieces that the Students direct.

Jamin: I did have lunch with both of them today and they mentioned they are getting a lot of requests from students to be involved in the one act plays. Email in boxes are overflowing.

- b) Sue: There is also a Thespian Society Induction June 3rd. I don't know if the PAC needs to do anything for that?

Jamin: I don't know. That is the honor society for theater students. Same type of organization as Tri-M for choir students.

Michael: I'm sure Laura and Colleen will reach out if they need any assistance.

6) Marketing Update

- a) Erik: Last month we had discussed setting up a meeting on May 17th to start planning for next year so we could get a jump on selling ads for the next school year. Then Mr. McCarthy had to retire and now we have to reschedule. I'll be enjoying the concert at Glen Hills. We can meet informally there. Any others who have ties to Glen Hills music should also attend. It would be wonderful to see the commons filled to the back with people. Proposed new date is Tuesday May 31st. Otherwise it may be held in June.

Who would be interested in joining a small group to plan out a calendar and say this looks good. If anybody has any marketing experience in this group, all I have is getting stuff done experience. We could use some additional help. Does that date work? No one objected. I will send out a note about the 31st and we'll report on it at the June meeting.

- b) For Mr. McCarthy's retirement, I think the PAC should reward those that make our lives have meaning. Can we provide some sort of gift from the PAC for all that he has done to help justify our existence. I'm at a loss as to what to do. The most useful thing would be some form of gift card, but that's not memorable. We could give him a plaque, but I think he may have more than enough plaques. Open to discussion. Any other ideas?

Michael: We are planning on a gold-colored watch depending on what we raise.

Erik: What would be our budget for that? Would the committee approve \$100.00?

Sue: This is something we haven't done before that I know of. For someone not related to Nicolet, even though he is.

Erik: Without Mr. McCarthy, Michael's room would be half empty.

Sue: We give gift cards to our instructors of \$100.00. My only concern is if we'd have to do that for the other feeder schools too, when their directors retire.

Jamin: I want to say Mr. McCarthy has been there for so long and has such an impact on our program, he is different than the other feeder school directors. No others have had near the kind of impact Mr. McCarthy has had. We don't have to do it for everybody.

Michael: We won't be setting a precedent.

Erik: We have funds and if we have to pay out \$100.00 over the next ten years, we can manage it.

Sue: Just wanted to discuss it. We're fine.

Laura: I think this is really classy. It's a nice thing to do.

Erik: I will procure a gift card with a card, or I have an idea for a memorable gift. (Not disclosed in these minutes.)

Erik, Sue, there will be a chance for us to speak to the entire crowd at the concert about the Nicolet Performing Arts Committee. I will shill for us, while I'm congratulating Mr. M.

Next segment should be under Other Business.

Sue: Sounds good. While we are on the subject of gift cards, we buy gift cards for our 5 instructors. Do we have any volunteers to procure those and be reimbursed? [No takers]. I can do it. Any preferences or ideas? (Ideas about stores at Bayshore.)

Also, we sent the donor list to Mr. McDowell and I added one because of course one came in the day after I sent it out. Is there another cutoff for Orchestra or Choir. Band wanted it the first week of May.

Michael: I want to run the ads past Erik.

Jamin: The 15th would be a good cutoff for Orchestra, if more donations come in.

7) Volunteers and Fundraisers

- a) Erik: We're getting the word out. Goody Gourmets is giving us a cut on May 14th. I can't envision us staffing that one and waiting for popcorn to sell. I do think we should hang our banner there. We'll see how it works out. I put together the Facebook page and Nicolet parents page. We've got an amount of likes, so the word is getting out. We also have it in the weekly updates. Is the banner in your office, Michael?

Michael: I will confirm its location tomorrow.

Sue: I arranged the fundraiser with Goody Gourmet and I didn't ask about having a fishbowl there or hanging a banner. I could ask about hanging the banner.

Erik: Yes, ask. No one says no to helping our cause. Any other questions. I can put the banner up in the a.m. Someone should take it down before 6 p.m.

- i) Sue: I also wanted to know if the instructors could send out the Goody Gourmets info to their email lists the week of the 8th.

Michael: Yes, send us the info and we'll send it.

- b) The next fundraiser is the Brick. Also posted. Not in the weekly update yet. It's early for June 8th. We'll get it in there.

Michael: I'll also put that Brick ad in the program for the Band Concert.

- c) Sue: With Kilwin's we have two images of delicious chocolates and truffles. I've uploaded them to our google drive and given permissions for viewing to everyone. I think the newsletter can pull those images into the weekly update. I'm working out the dates still. They want to encourage people to buy treats for their graduates. We may start advertising the week of May 23rd until about the day before graduation, so that's like 2 or 3 weekly updates.

Joe: There's also another graduation letter going out in 2-3 weeks. If you send it my way I'll make sure it gets to Heather and Sandi.

Sue: We're emailing back and forth, working out the details. They have these little Knights logos that they put on the chocolates, like they did for the Foundation that are in the pictures.

Erik: I'd be happy to help with some of the layout. Sue told him where they were on the drive.

Sue: I'll let you know when all the details are worked out. I don't know what kind of profit we'll get, but we'll find out. With The Brick and Kabab Shack, they were already doing stuff for other organizations, so that was already worked out but with new businesses that aren't restaurants, it's 'feel your way in the dark'.

- d) I checked the new volunteer form Friday and no one else had signed up.
- e) The Kabob Shack report was included in the Finance report.

8) Other Business

- a) Gift cards covered above.
- b) Sue: Every year the PAC sends Grad Grams to all the graduating seniors. I haven't done it before, other people have. I think we give a list to those people who do it and they bill us back. Who do I contact for a list of the seniors?

Michael: Send us an email reminder, or create a drive sheet we can upload them to. (Three music instructors and one theater instructor.)

Erik: Let's give it a once over before we send it to the Grad Grams folks, so we don't miss anybody.

- c) Sue: Last other business. We need people to fill my position. My son is a senior. I like doing this, but I have a lot of other stuff to get done and other responsibilities. We need a Treasurer, a Chair-Person and a Secretary. All my finance stuff will be put on google drive.

Erik: Send this out along with the minutes. The assignment for all of the committee members is to start talking to people one on one. Waiting for a volunteer form to produce results and fill our ranks here is probably not going to work. If we talk with people (at Glen Hills on 17th at 6:00 p.m.) we can find people there and alumni. All the concerts coming up are an opportunity to talk to people. Everyone should be at Mr. McCarthy's last concert.

Erik: I am scheduling the ads and the concerts on our Facebook page to rotate. People will be sick of hearing from the PAC.

