

**Geneseo Performing Arts Council (GPAC) Meeting Minutes**  
**Thursday, October 4, 2018**  
**Geneseo HS Large Band Room**

Meeting was called to order at 6:40 p.m.  
October agenda approved as presented.  
September minutes were approved as presented.

**TREASURER'S REPORT**

Tonya Miller (Please refer to Budget vs. Actual, Profit and Loss and Balance Sheet reports provided and available for attendees' review.) The Check Request Form is available for you to use for reimbursement purpose. If you do not fill a form out, you will not be reimbursed. We can pay invoices direct – they not need request form. This is more for the Directors: Reviewing 1099s from last year to see how many I needed to order from. Noticed that there are no social security numbers. Having no social security number opens us up for fines that are \$50 per 1099. This is Federal Law and it protects GPAC. Last year we sent out 12. Anyone paid more than \$600 /year will get a 1099 so that we will not be fined. Any questions direct them to Tonya. Item 4010 \$400 is for old podiums that Mr. Scherer sold to help fund the dragon. #5830 John Deere etc. contributions. Harvest Fest will have several accounts underneath it, so we will see where the funds are coming from and deposited. Harvest Fest account will be added to the balance sheet since it is a part of GPAC. Since vendors are requesting more up-front money than in the past we are upping the starting balance of their checking account from \$5,000 to \$10,000. Calendars being sold for \$10 and 2 for \$15.00 and will be put on website and Facebook page. We will visit the calendar sales in November.

**DIRECTORS REPORT**

Steve LaCroix ILMEA is coming up this Saturday and a lot of students attending. Thank you, Bob Manasco, for organizing the schedule. ILMEA is the provider for reimbursement and any receipts should be given to the representative on Saturday. MADRIGAL: met with ticket chair, costuming.... we are at Grace one more year with intent to move to high school next year. We are planning on sorting and storing when we do take down. Trying to organize the storing. Parent meeting is on the 29<sup>th</sup> to discuss storing. Madrigal items are on both ends of the pod. Needs to be placed to one side for easy access. Will get a crew together. After Madrigal when it will be an issue. When MB trailer is empty we can put Madrigal stuff in there since it must be taken to Grace and back. Storage behind my office is available temporarily for MB or whatever. FALL CONCERT is the 18<sup>th</sup> at 7:30pm and have not heard if we will charge an admission. Usually what has been done for past 20 years, is that we have asked for folks to bring two nonperishable food or cash donation for the student hunger drive.

Tony Hernandez 6<sup>th</sup> grade PREMIER CONCERT is Tuesday in concert hall for the first time. GPAC is handling the cookie/punch reception. Marching Band has 2 weeks left in the season and competition is going well. SYMPHONIC Band has their concert a week from Tuesday in concert hall at 7:30pm. Concert season is starting.

Mike Eckwell (sent email) Thank you from all elementary teachers for Harvest Fest.

**OLD BUSINESS**

Harvest Festival Update (Valerie Plumley/Kirsten Jorgensen) This end went very smooth. Meeting Thursday at Sweet Peas for a meeting and send off the Bushre's. We may meet another time for director input etc. 2019 Harvest loaded on signup.com. We believe we have had the best year (\$30,000). We would like to have all reimbursements, etc. done by end of November so we can close the books on 2018 Harvest Fest. The bands and choir sounded great. Karaoke was ran great and was not overly loud this year. Recruiting tents from St. Ambrose and Marines seem to have done fine. First Aid Tent was good. Waiting on official date for 2019. As for website purpose is September 21, 2019 (when will 2019 homecoming be assigned).

6<sup>th</sup> Grade Cookie Reception (Jen Schmedding) All cookies have been donated.

ILMEA Update (Jen Schmedding) 26 spots filled out of 50 as of this day. Needing more volunteers currently. Nicole Manasco is running it at the middle school and I am running it at the high school. Jen Schmedding sent email to directors to send out an email. No students in hospitality or handling money.

**NEW BUSINESS**

Z Rack Proposal (Anne Seys) Steve Scherer and Steve LaCroix requested 6 more zacks to be purchased to help with storage. \$63.00 each and hold up to 250# through Amazon Smiles. Used for Marching Band uniforms not being used. The racks will fit on the elevator and be stored upstairs in large closet. All a part of the storing issue we are temporarily dealing with. Approximately \$400. Money will come out of the Capital Account. **Anne Seys made a motion to purchase 6 Z Racks from Amazon Smiles from the Capital Account for approximately \$400.00.** Discussion: There is no room in the Marching Band fund to use to pay for these racks. Motion was made, Marshall Plumbly 2<sup>nd</sup>, voted upon, and passed.

Blanket Fundraiser (Val Plumley) Bringing up another item to sell instead of new tee shirts. Opened floor up for discussion on GPAC Blankets before even thinking about taking the time to look for item and prices. The price range is \$15-\$40 depending on quality. Margie Calderon mentioned that we have tons of inventory that we need to get rid off before going forward into purchasing another item. We have umbrellas, tee shirts, lanyards, yard signs, calendars and more. Website is a huge positive to selling these items. We need to move on. Let's lower our inventory and bring in something new if that's what we want to do. Tee shirts need to have the bands name on the back for us to sell more. Blankets will be brought up for 2019-2020.

Paypal Swipe (Jen Ulam) Just for information. Using Paypal on Website. Does not cost anything to use. Jen sold items online during Harvest Fest and the people were appreciative to have the option. Fees were discussed. Overall, we paid about 3.7% during Harvest Fest. This fee is a minor fee. The person selling would have to have access to the swipe and use their own device. We can look back into the fee if we are selling more. People do not use cash as much so using this is a positive. Larry Lord mentioned as a merchant that they receive annual fees, just want to make sure there are no hidden fees. We are set up, verified and confirmed that we are non-profit, and fees are set. No hidden fees at end of year.

Mr. LaCroix mentioned that the Madrigal committee would like to do a fundraiser since they are moving to another location. This was brought up briefly in August. We have to look into what product is available.

The next scheduled GPAC Meeting will be in **NOVEMBER 1, 2018 at 6:30 pm in the High School Choir Room** (if locked, relocated to Honors/MB Room). Margie Calderon motioned to adjourn meeting and Anne Seys 2<sup>nd</sup>. The meeting was adjourned at 7:34 pm.

Respectfully Submitted,  
Anne Seys  
GPAC Secretary

**ATTENDEES** Margie Calderon-Williams, Don Williams, Anne Coughlen, Jaime Jorgensen, Mandy Lievens, Amy Lovig, Bob and Nicole Manasco, Tonya Miller, Emily and Todd Nyquist, Marshall and Valerie Plumley, Jennifer Schmedding, Anne and Derrick Seys, Shelley Splear, Jen Ulam, Machala Ullrick, Randi Winfree, Pam Lowe, Larry Lord, John Versluis, Tony Hernandez, Steve LaCroix