

PRESTO Meeting Minutes

Meeting Date: 11/10/2009

Location: SM West Orchestra Room

Topic	Discussion/Findings	Recommendations/ Actions	Follow-Up
Attendance	Attendees: Sabrina and Steve Crooke, Tammy and Rick Karsten, Rex and Tina Railsback, Curtis Mulvenon, Steven Crooke, Emily Miller, Susan Hocker, Jennifer Morris, Elizabeth Uppman, Cindy Lanigan		
Call to Order/Minutes	Call to Order – Meeting called to order at 7:05 pm by Sabrina		
WELCOME AND INTRODUCTIONS	Introductions around the room.		
REVIEW AND APPROVAL OF GENERAL MINUTES (10/13/09)	Rex Railsback moved to review minutes. Name on student brunches. Steve Crooke moved to accept the minutes, seconded by Rex Railsback. Minutes approved as submitted.		
STUDENT OFFICERS REPORT AND REQUESTS LETTER WRITING CAMPAIGN – STATUS	Letter writing campaign will occur this week in class. Letters to grandparents and extended family for Associate Membership. Also need return envelopes/labels for returning the applications.	Sabrina Crooke to obtain envelopes in bulk for students. Rick Karsten can either print the return address on the envelopes or print labels.	
HALLWAY CASE DISPLAY – NEED HELP?	Key is missing for the hallway display is missing. Lock was looked at today and a key is being replaced. Students have been working in quartets and		

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<p>TREASURERS REPORT</p> <p>COMMITTEES STANDING COMMITTEES REPORT:</p> <ul style="list-style-type: none"> • CHAPERONES: KATHY SULLIVAN • COMMUNICATIONS – CINDY LANIGAN (EMAIL); ROBERT MORRIS (WEBMASTER); TINA RAILSBACK (PUBLICITY); LYNN BIGGS (WEB PICTURES) Mass mailings –emails for most? Transition Status on Website • MEMBERSHIP – JENNIFER MORRIS PRESTO Membership drive so far; associate memberships Updated spreadsheet 7th and/or 8th grade information 	<p>learning how to work with each other and communicate during the pieces. District auditions on Saturday and they are busy practicing for the auditions on Sat. Nov 14TH.</p> <p>Deferred to next meeting.</p> <p>Have three chaperones for the field trip in January and they are riding the bus with the students. Parents that work downtown that want to meet the students at the rehearsal are welcome to join. Currently do not need additional chaperones, but will welcome any that want to attend. Limited room on the bus.</p> <p>Transition of webmaster duties to Robert Morris in place. Will be completed by next meeting.</p> <p>Tina Railsback has submitted 2 articles to the paper for publishing, but they have not been added to the paper. Two thank you cards for Matt Munz for the trailer and the King-Hagens for the truck for the homecoming float. Need to review the Presto website to see what minutes need to be added for the minutes and send to Rick Karsten.</p> <p>Current membership at 47 - working to bring the spreadsheet up to date with the new membership. Still working with students on the Associate Membership. 8th grade information will be needed around first of the year for the Collage</p>	<p>Sabrina to talk to K. Sullivan regarding chaperones.</p> <p>Minutes to be sent to Rick Karsten.</p>	

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<ul style="list-style-type: none"> <li data-bbox="142 443 814 505">• UNIFORMS – ROBIN WHITTENBURG Uniform Contracts – Mr. Mulvenon Anything needed? <li data-bbox="142 841 737 963">• WAYS AND MEANS – LAURA KING-HAGEN Results of Concessions - Ad sales – any needs? Fundraiser mentioned at last meeting? <p data-bbox="94 1057 415 1084">Other Committee Reports</p> <p data-bbox="94 1208 688 1265">DIRECTOR’S REMARKS AND QUESTIONS FOR DIRECTOR</p> 	<p data-bbox="848 228 1438 378">Concert. Approx 14 8th grade students this year and may review mailing information to them. May need to review increasing the membership next year or the one after – orchestra is one of the few organizations at school</p> <p data-bbox="848 443 1430 776">Mr. Mulvenon has received some feedback from some parents regarding the new dresses for orchestra. The construction of the dresses needs to be looked at, the ties are not in the correct place, sleeves are too tight. Need to have the chairperson see if they can obtain some sample dresses from manufacturers to determine the quality of the dresses. Need to get several different styles before ordering new dresses next summer when the order needs to be placed. Shirts/tuxedos haven’t changed.</p> <p data-bbox="848 841 1388 898">\$1624 at the homecoming concession stand – budget was expecting \$2000.</p> <p data-bbox="848 1052 1394 1141">Cindy Lanigan has four emails left that she will send to Mr. Mulvenon. There is one that she doesn’t have at this time.</p> <p data-bbox="848 1206 1436 1357">Mr. Mulvenon is looking at ordering hoodies for the Symphony Orchestra. He shared a sample that he received. Cost will be around \$15. Once the final cost is received, orders will be sent out to the students if they would like to order them.</p> <p data-bbox="848 1385 1440 1414">Students have been hitting the practice hard every</p>	<p data-bbox="1470 443 1696 532">Sabrina Crooke will discuss with Robin Whittenburg.</p>	

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<p>OUTSTANDING BUSINESS End-of-year banquet/program – decision on format – meal (type of), dessert, or just program)</p>	<p>day. Getting ready for District Auditions in Baldwin on Nov 14th. Has been focusing on music has endured over time and why it has. He has also been working on time management with the students to help them. Reviewing how to handle the ‘process’ of preparing and how to appreciate the process of doing anything and being aware of how they spend their time and if they are aware of how they spend their time.</p> <p>No update on the 2011 trip at this time. Either Boston or San Francisco – three day trip – Thur-Sat. Adjudicated festival and sight-seeing, etc. Also have to look at large instruments transportation.</p> <p>Wants to turn the three practice rooms into mini recording studios – needs to get three laptops and ‘snowball’ microphones. Has been working on a grant to get funds for this. Mr. Mulvenon will approach Mr. McLean to see if the students can sell donuts on the bridge a morning to bring in some funds for this. Will look at doing this for a full week and possibly coordinate with another school activity. If the week of the Winter Concert, what doesn’t sell can be used at the brunch following the concert.</p> <p>LKH does not have any confirmed Ad at this time and is still working on this. BlackDog Coffeeshouse is willing to put together a cart for PRESTO to be available at a concert or other activity for a fundraiser. Spring conferences will be Feb 11th/12th. Ads will appear in the overhead program prior to the concerts</p>	<p>Mr. Mulvenon to follow up with Mr. McLean to start paperwork. He will also check on the donuts and the BlackDog Coffeeshouse.</p> <p>Sabrina to put In touch with Laura</p>	

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<p>Trip scholarship process (design for following years) – Tammy Karsten</p> <p>Picnic location 2010 suggestions – Rex Railsback</p> <p>Volunteers still needed: Contacting Design volunteer for program publications, PTSA liaison, Westridge liaison, Picnic 2010, committee members</p>	<p>Needs assistance with the ads.</p> <p>Feedback on the banquet. There is some feedback that the orchestra banquet is not cost prohibitive.</p> <p>There is a set time that the banquet begins and a set time the program begins. The program is when the awards are handed out and the banquet is just the dinner. May need to review when to hand the picture to the seniors during program.</p> <p>Rex Railsback moved to keep the banquet as catered as in the past. Steve Crooke seconded the motion. Discussion – none. Motion passed with all in favor of the banquet to be handled as in the past.</p> <p>Tammy has emailed to obtain information with distinct questions regarding the process the band uses. PRESTO also needs to have a way to earn the money for possible scholarships.</p> <p>Rex Railsback reported on findings for different picnic locations for the 2010 picnic. None of the city shelters are rated at larger than 60 people and would have only saved \$20 on the rental if used at the city instead of the county. Railsback will go ahead and look at reserve the shelter for the 2010 picnic once the 2010/2011 comes out.</p> <p>Sabrina Crooke has a potential volunteer for design publications and will contact him.</p> <p>Need to review to see if there are incoming freshman parents that may be able to assist with the picnic.</p>	<p>Tammy will continue to review this process and report back.</p> <p>Railsback to rent shelter for the picnic.</p> <p>Sabrina Crooke to contact volunteer for publications. She will also talk to Jeannie Miller regarding the picnic.</p>	

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NEW BUSINESS Collage Concert – Give away reminder out? – Christmas bargains	<p>Give-a-ways are done at the Collage Concert. Looking at sending out email reminders to PRESTO prior to Thanksgiving. Holiday sales are coming up that may be a good time to obtain items for give-a-ways.</p> <p>Rick Karsten questioning how to get the website service paid for – J. Morris has a paypal account and the billing for it is coming up in the next couple of months.</p> <p>Mr. Mulvenon will be purchasing mirrors for the practice rooms so that students can use while practicing.</p>		
Adjournment	Meeting adjourned motioned by Rex Railsback, seconded by Rick Karsten. Discussion – none. Meeting adjourned at 8:28pm.		

Minutes scribed by Tina/Rex Railsback for committee review.

Link to Presto website: <http://www.prestowest.org/>

Date	Concert Dates	Time
10-8-09	Fall Concert	7:00 pm
12-10-09	Winter Concert	7:00 pm

3-11-10	Collage Concert	7:00 pm
4-29-10	West Area Orchestra Festival	7:00 pm
5-11-10	Orchestra Banquet	7:00 pm
Date	Important Dates	
2-18-10 to 2-20-10	Musical Production of Les Miserables	
11-14-09	NEKMEA District Auditions	
12-5-09	State Orchestra, Kansas Music Educators Association	
4-6-10	SM schools large ensemble orchestra festival	
	Regional solo/small ensemble contest	
	State large ensemble contest	
	State solo/small ensemble contest	
1-22-10	Block 1 & 2 Field Trip	
Date	PRESTO Meetings	Time
9-8-09	Orchestra Room at SMW	7:00 pm
10-13-09	Orchestra Room at SMW	7:00 pm
11-10-09	Orchestra Room at SMW	7:00 pm
12-1-09	Orchestra Room at SMW	7:00 pm
1-12-10	Orchestra Room at SMW	7:00 pm
2-9-10	Orchestra Room at SMW	7:00 pm
3-2-10	Orchestra Room at SMW	7:00 pm
3-30-10	Orchestra Room at SMW	7:00 pm
4-20-10	Orchestra Room at SMW	7:00 pm