



## General Membership Meeting (GMM)

DATE: **August 21, 2024**  
TIME: **7:30 pm**  
LOCATION: **Instrument Music Room**

### Meeting Minutes

#### I. CALL TO ORDER

- A. NIMAS GMM called to order by Vice President Laura Stratten at 7:33PM

#### II. ROLL CALL

##### A. Present

Vice President, Laura Strattan. Treasurer, Shawntay Sabetti. Assistant Treasurer, Ellie Kapsalis. Secretary, Lisa Bolash. Band Director, Daniel Zettlemoyer. Color Guard Advisor, Sarah Hriniak.

##### B. Absent

##### C. Remote

Honorée Kerrigan, President (via phone due to Covid)

#### III. CORRECTION TO MEETING MINUTES FROM PREVIOUS MEETING

- A. Call for the following corrections to June Meeting Minutes:

1. V. OFFICER'S REPORTS, B. Treasurer – renumber duplicate “2. Motion to approve...” to become “3. Motion to approve...” and “3. Motion to change...” to become “4. Motion to change...”
2. VI. DIRECTOR'S REPORT, D. Announcement 1. – correction spelling of “Kuscan” to become “Kucsan”

#### IV. APPROVAL OF MEETING MINUTES FROM PREVIOUS MEETINGS

- A. Motion to approve previous meeting minutes. See XI Motions

#### V. OFFICER'S REPORTS

- A. President (presented by Vice President Laura Stratten)

1. Congratulations to Mr. Zettlemoyer who (this past July) was awarded the 2024 Linny Award for Arts Educator of the Year! It will be presented on November 7<sup>th</sup> at the Linny Awards at the SteelStacks Musikfest Café.
2. Congratulations to Annabelle Kucsan, Alto Saxophonist, who was awarded the Moravian Summer Music Program Scholarship. An invitation has been extended to Annabelle to speak about her experience at a future membership meeting.
3. Cut Time (our primary communication method) was revamped and is now primarily text (not email) driven. Cuttime is where parents can make payments to their student accounts. Mr. Zettlemoyer will speak further about CutTime during the Director's Report.
4. BASD Ticketing for athletic events will be available exclusively online. Please note that this does not apply to NIMAS though we are working on an online ticketing option for our events but do not intend to make sales exclusively online.
5. Board Members want to hear from you. Email addresses are as follow and this information is also available on our website <http://www.nmsim.org/>
  - o Honorée Kerrigan [PresidentNIMAS@gmail.com](mailto:PresidentNIMAS@gmail.com) (please note that this is a new address)
  - o Laura Strattan [NIMASvicepres@gmail.com](mailto:NIMASvicepres@gmail.com)

- o Shawntay Sabetti [NIMAS treasurer@gmail.com](mailto:NIMAS treasurer@gmail.com)
  - o Lisa Bolash [NIMAS secretary@gmail.com](mailto:NIMAS secretary@gmail.com)
  - o Elli Kapsalis [NIMAScotreasurer2021@gmail.com](mailto:NIMAScotreasurer2021@gmail.com)
6. Volunteer opportunities are available and sign up sheets were made available at the meeting. Committee Volunteers Needed
- a. Volunteer Clearance information can be found on our website at <http://www.nmsim.org/nimas/volunteers-2/> If you are not sure if your clearances are due to expire Mr. Zettlemoyer can provide that information to you.
  - b. Committee volunteer interest sheets are here. Please consider looking at the descriptions and signing up. We need help! Volunteers are imperative to help make these events successful. We are raising money to help pay for things the students need as well as help reduce the cost of student trips. We will have many of this year’s event sign-ups at Uniform Distribution Night. For tonight, we have 3 committees and 1 event to focus on. Each of these Committees will have an Advisor from the Board so no one should feel overwhelmed or not sure what the tasks are. **Note: \* needed now.**

	Committee	Advisor	Chairperson	Volunteers Needed	
				When	#
*	Fall Bingo	Honorée Kerrigan		Aug/Sept	5
*	Fall Parades/Game chaperones	Lisa Bolash		Sept/Oct	1
*	Bake Sale (Uniform Dist Night)			Sept-May	3

7. Blue ID shirts are required for all students for non-uniform events and for parent volunteers at official events like parades. Orders are due on Monday, August 26th.

B. Vice President

- 1. Upcoming Event Volunteers Needed for Uniform Distribution Night on September 11th. This is time slot specific and students who are seeking volunteer hours are welcome to sign up as well. A concern that back to school night at Liberty is during our scheduled uniform distribution was raised by a parent.

C. Treasurer

- 1. Treasurer Shawntay Sabetti gave the following balance reports through July 31, 2024. Outstanding August expenses not deducted from these balances include uniform dry cleaning and the food for the awards banquet that was held at the end of the school year.

Checking Account Balance	\$20,575.66
Savings Account Balance	\$11,440.00

- 2. A discussion of the way fund raisers benefit your student via their Fare Share account and the music program via the General Fund and a short introduction of each fundraiser was led by the Treasurer and she answered questions from parents.
- 3. Upcoming Fundraisers
  - a. Aug. 27<sup>th</sup> 4-8pm Dine 2 Donate at The Cup Tues. **NOTE: PRINTED Flyer required.**

- b. Mums Sale is currently underway: Shawntay Sabetti, Chairperson. Purchasers can pick up their mums between Sept 13- Oct 13
- c. Gertrude Hawk (all year) Box of 48 bars Pre-Purchased for \$96 (\$60 COST = \$30 FARE SHARE +\$6 GENERAL FUND) bars are sold for \$2 each to recoup your investment. Nicole Berkhardt, Chairperson for the candy sales was introduced to attendees. Email [Burkhardt2005@gmail.com](mailto:Burkhardt2005@gmail.com) cell (484)809-1925.
- d. \$100 Grocery Gift Cards (Giant, Weis and Shop Rite) & WaWa Shorti Hoagie Coupons (all year) Peggy Fuehrer, Chairperson. Email: [pfuehrer@rcn.com](mailto:pfuehrer@rcn.com)
- e. Matey’s Pizza – Rob Kucsan, Chairperson. Email: [robkucsan@aol.com](mailto:robkucsan@aol.com)

**VI. COLOR GUARD ADVISOR’S REPORT**

- A. Mrs. Hriniaik reported that band camp went well and parents of color guard and majorette students should encourage their child to practice their routines at home daily. Honor Guard students can practice marching to the beat of the music available in their student resources.

**VII. DIRECTOR’S REPORT**

- A. General membership meeting attendance is greatly encouraged. Meetings take place on the 3rd Wednesday of each month with a couple of exceptions. October’s meeting will be on Tuesday, October 15th because the Nitschmann night football game (which is a band performance) is on Wednesday, October 16th.
- B. Mr. Zettlemoyer expressed his gratitude for his upcoming Linny Award.
- C. CutTime is the communication hub for music ensembles, where you make payments and where you can find the calendar for all activities and performances. Facebook is used for posting announcements. Apologies for multiple messages coming through as we work out the kinks with the new CutTime system. Your patience is appreciated.
- D. Further explanation of Fair Share detailing that it is essentially a bank account to be used to offset your student’s music association expenses, uniforms, trips, etc. Student fair share accounts can only be used for student’s expenses, not for parent’s expenses. You can ask for reimbursement for out of pocket expenses once you have funds available in your student’s fair share account from participating in fundraisers.
- E. Further details regarding Volunteer clearances; they do not transfer from your elementary school. Use this link <http://www.nmsim.org/nimas/volunteers-2/> to access the district volunteer application and submit your clearances with the completed application to the school office.
- F. Morning rehearsals begin on Wednesday, August 28th at 7:15 am. Students are expected to attend all rehearsals for their group and to be on time (8 cumulative absences allowed). Doors are open at 7:05 am so everyone can be ready to begin at 7:15. In the event of a delayed opening there will be no early morning rehearsal.

Monday	Tuesday	Wednesday	Thursday	Friday
Band	Orchestra	Jazz	Band	Jazz

- G. Instrumental lessons are required for all students who play an instrument. Lessons can be private (outside of school) or at school (or both). Weekly lesson times rotate so that students won’t miss the same class time each week.
- H. Uniform Distribution Night, to streamline pickup for everyone please pre-pay on CutTime. Invoices will be available next week. Credit cards will be accepted online, cash and checks will be accepted at the door. There is a minimal fee charged for credit card payments. Jazz band will NOT get their bow tie and cummerbund at this time. They will be provided later.
- I. NIMAS Handbook is available for review on our website [www.nimas.org](http://www.nimas.org). Most questions you have can be answered by reviewing the handbook.

J. Students are expected to attend all official performances with an exception for a conflict with a school sport or activity. i.e. your student band member is also on the football team, they would not be expected to perform at the night football game. The following performances are currently scheduled:

a. Band

October 16th	Nitschmann Football Game @ Liberty HS
October 19th	Nazareth Halloween Parade
October 20th	Hellertown Halloween Parade
October 26th	MS combined performance at LHS football game
October 27th	Bethlehem Halloween Parade
April 30th	Spring Band Concert

b. Orchestra

December 11th	Orchestra/Jazz/Chorus Winter Concert
May 7th	Spring Orchestra & Jazz Band Concert

c. Jazz Band

December 11th	Orchestra/Jazz/Chorus Winter Concert
March 7th	Northeast Jazz Festival
March 14th	Broughal Jazz Festival
March 21st	Nitschmann Jazz Festival

d. Voluntary Band Performances

October 12th	LV Phantoms on the Concourse
January 25th	On the ice with NMS Chorus

K. This year the band is planning an overnight trip to Shenandoah Apple Blossom Festival in Winchester, Virginia May2-3. The plan is to depart on Friday morning, participate in the competitive parade on Friday evening and enjoy the carnival. Saturday will include visiting Washington DC and partaking in a lunch cruise on the Potomac

River and sightseeing in the area. Return to school is estimated at 10pm Saturday night. **A MANDATORY trip meeting will be held on April 2nd.** If you do not attend the meeting, your student **CAN NOT** participate in the trip.

- L. Day trips for orchestra and Jazz band have not been solidified yet.
- M. 8th grade Music & Drama trip to NYC is scheduled for April 16th.

**VIII. NEW BUSINESS**

- A. No new business on the agenda for this meeting.

**IX. ACTION ITEMS**

- A. Volunteer sign ups and volunteer clearances
- B. Pay before picking up uniforms.

**X. ANNOUNCEMENTS**

- A. Thu. Aug 22 5:30-7 Kona Ice FUNdraiser (for the choral department)
- B. Tue. Aug. 27<sup>th</sup> 4-8pm Dine 2 Donate at The Cup Tues. **NOTE: PRINTED Flyer required.**
- C. Thu. Aug 29 6-7:30p Kona Ice FUNdraiser (for the choral department)
- D. Candy Bars for fundraising can be purchased at Uniform distribution night on September 11th.

**XI. MOTION(S)**

- A. Jackie Levering made a motion to approve the NIMAS June 2024 meeting minutes. Heidi Shilanskas seconded the motion. The motion passed with all in favor and zero votes opposed.

**XII. ADJOURNMENT**

- A. NIMAS GMM was adjourned by Vice President Laura Stratten at 8:44 pm.
- B. Next Meeting is scheduled for Wednesday, September 18th from 7:30-8:30 pm.
- C. Meeting minutes prepared by Lisa Bolash, NIMAS Secretary. [NIMASsecretary@gmail.com](mailto:NIMASsecretary@gmail.com)

NIMAS CALENDAR

August	Mon. 26 <sup>th</sup>	First Day of School
	Tue. 27 <sup>th</sup>	<b>4:00-8:00p The Cup Dine to Donate (printed flyer required)</b>
September	Mon. 2 <sup>nd</sup>	Labor Day (no school)
	Wed. 11 <sup>th</sup>	6-8p Uniform Distribution Night
	Wed. 18 <sup>th</sup>	7:30-8:30p NIMAS General Membership Meeting