



Creative Arts Parents Association (CAPA)

Agenda

November 9, 2016, 7:45 PM

WHS Media Center/Library

DRAFT MINUTES

Board meeting at 7:45 PM:

2016-17 Board:

President: [Kathryn Welter](#)

Vice-President: [Cindy Lewis](#)

Treasurer: [Andrea Case](#)

Secretary: [Kim Reichelt](#)

Member-at-Large/Webmaster: [Kirsten Robinson](#)

Member-at-Large: [Barb Renterghem](#)

Faculty Advisor: [Susan Memoli](#)

1. Vote to adopt meeting notes from October meeting

Unanimously accepted.

2. Publicity needs

Kathryn asked what roles we still have unfulfilled in terms of publicity. Cindy noted that we still don't have someone to write an article for the Crier regarding grants; Kathryn offered to put something together. Currently, publicity is handled piecemeal: Kathryn does WHS e-news and All Schools news as well as the CAPA newsletter; Cindy is handling publicity for Wayland/Weston Town Crier and Metrowest Daily News; Kim places notes in the Wayland e-news. We don't have anyone for oversight.

3. Wrap-up: Bottle and Can Drive, Clue musical, Kisses for the Cast and refreshments

Andrea was unable to attend this evening but sent a report that the Bottle and Can Drive earned \$557. Refreshments for the Clue musical earned \$389 and Kisses for the Cast earned \$115. The monies from refreshments and Kisses for the Cast are accounted for separately and kept for the theater faculty member (Richard) to reimburse theater/musical costs. That fund has accumulated to ca. \$1000, so it was noted that if it is not used up this year, the new faculty member should be made aware of it next year.

General Meeting at 8:00 PM:

1. Student representative reports (if present)

Julia Treese attended and reported on the Masquerade concert by the orchestras and the various pieces that the orchestras are working on in preparation for the winter concert. Visual arts student, Anna Marobella, reported on projects that students in Ms. Latimer's courses are working on.

2. College A Cappella concert planning

Everything is moving along. Tickets are on sale at Donelan's and Russell's and the online link is active. Kirsten provided color flyers for us to post as we see fit, and she has a volunteer who will try to put up flyers in the Town Center. Emcees still need to be chosen, and there is still concern that not many people have signed up to provide dinner for the a cappella students and desserts for intermission. Cindy noted that Rachel Carroll has not shared with us a list of current a cappella parents, so it is less than ideal for us to use our list from last year to contact parents. She will ask Rachel to solicit donations for the meal from current a cappella parents. Wynn is working with the students who will do the sound check—we will be establishing a budget for sound to which the students/school should adhere, rather than just accepting whatever charges are given to us after the fact.

3. Solicitation of parent emails

Kathryn noted that we have received emails from Rachel Carroll for the choral program, but it was a very small number. We do not have a current list from Rachel of the a cappella parents. We are still missing updated parent lists from theater, band, and some arts classes.

4. Fine Arts Night, May 19

It was decided that Fine Arts Night would be held on Friday, May 19, with no duplication of academic awards. Kathryn will notify Deb Vogt, who is coordinating Fine Arts Jackets fittings and orders.

5. Next meeting, Thursday, December 1

Kathryn asked if it was necessary to have a meeting on December 1, which is just a few days before the A Cappella concert. It was decided to go ahead with it, although it is likely to be mostly a discussion of last-minute updates about the concert. It was noted additionally that to induce better attendance, we might think of special events or guests to invite at future meetings. The topic of summer arts enrichment/internships was given as an example. Kirsten suggested that we could develop a section of our website that lists these type of opportunities for our students.