



Creative Arts Parents Association (CAPA)
Meeting Minutes
March 22, 2017, 7:30 PM
WHS Media Center/Library

Board meeting at 7:30 PM:

2016-17 Board:

President: **Kathryn Welter**

Vice-President: **Cindy Lewis**

Treasurer: **Andrea Case**

Secretary: **Kim Reichelt (not present)**

Member-at-Large/Webmaster: **Kirsten Robinson (not present)**

Member-at-Large: **Barb Renterghem**

Faculty Advisor: **Susan Memoli**

1. Meeting notes from January and February -

Kathryn noted that in the absence of Kim Reichelt, she will need to prepare meeting notes to be reviewed at a future meeting

2. Treasurer's report—Review of budget guidelines

A draft version of budget guidelines was distributed. Thanks to Cindy Lewis for drawing it up. It lists each budget category and how the board should deal with requests for each category. See attached.

3. Spring Grant round

The spring grant round is upon us. The deadline for teacher submission of grant requests is March 7. That gives the grant committee time to meet before the next CAPA meeting on Tuesday, April 25.

4. Gift for retiring teacher

Andrea Case noted that her daughter and several friends (all students of Richard Weingartner) had suggested a gift of a belt buckle with the WHSTE logo placed on it. The board discussed it and felt that this could be a good and appropriate recognition gift for Richard. Andrea was tasked with looking into companies that might be able to do this.

5. Next meeting agenda items?: Tuesday, April 25 is next meeting, and we will need to vote on teacher grants, discuss Fine Arts Night, and preliminary budget questions.

General Meeting at 8:00 PM:

- Student reports -- Kathryn read Joseph Oneschuk's report of band activities, as well as a description of what the Visual Arts classes have been working on.
- College a cappella concert, Saturday, April 1 – Cindy noted that everything is in place. We have emcees, there are plenty of parent volunteers. In fact, there are almost too many, but it is a

good thing, because we can use everyone and it encourages them to come back and volunteer in the fall. Rachel Carroll will be attending but will not be assisting backstage, so she has parents assigned to do that. We did not have response to requests of the teachers to use their rooms, but are hoping that this will not be a problem.

- Planning for Fine Arts Night, Friday, May 19 -- Susan Memoli noted that Window Dance Troup has needed to find a four-night window when they can do their performances, and they have determined that this needs to be May 17, 18, 19, and 20. This will mean that we need to move the date of the Fine Arts Night. Discussion ensued, and after looking at the calendar, it was noted that the only remaining day that could possibly work would be Monday, May 19. This will mean a scaled-back "party" after the awards, perhaps just with food (no DJ), as it is a school night. We will need to discuss in more detail at the April meeting. Kathryn will take care of changing the date on the school calendar.
- Spring Bottle and Can Drive, Saturday, May 6 – Everything is set. Encourage students to volunteer. Notes will be put in all-school news and WHS enews.

Meeting was adjourned at 8:50pm

--Respectfully submitted, Kathryn Welter