

## PRESTO Meeting Minutes

**Meeting Date: 3-2-10**

**Location: SM West Orchestra Room**

Topic	Discussion/Findings	Recommendations/ Actions	Follow-Up
<b>Attendance</b>	Attendees: Sabrina and Steve Crooks, Laura King-Hagen, Rashin Alipour, Rex and Tina Railsback, Jennifer Morris, Tammy and Rick Karsten, Susan Hocker, Cindy and Steve Lanigan, Dave Rogers, Jeannie Miller, Stephen Crooke, Claudia and Ricardo Martin		
<b>Call to Order/Minutes</b>	Meeting called to order at 7:01 pm by Sabrina Crooke		
<p><b>WELCOME AND INTRODUCTIONS</b></p> <p><b>REVIEW AND APPROVAL OF GENERAL MINUTES (02/10) –</b></p> <p><b>STUDENT OFFICERS REPORT AND REQUESTS</b></p>	<p>Minutes reviewed, motion to approve by Tammy Karsten, seconded by Cindy Lanigan/Rex Railsback. Minutes approved.</p> <p>Rashin Alipour – students still getting ready for Collage concert, will have run through with glow sticks on Friday and video tape themselves. Turned bows upside down to get used to the additional weight. Movie night may be on March 26, which is a Friday and will have a choice of movies and are looking at inviting freshman. Each student to bring a couple of dollars to order pizza. Students have also been provided with sign up sheet to provide items or sign up for clean up after the concert.</p>	<p>Stephen Crooke to bake cookies for movie night!</p> <p>Have Mr. Mulvenon set a deadline for students to sign up so that PRESTO will know what needs to be filled in.</p>	

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<p><b>TREASURERS REPORT:</b></p> <p><b>COMMITTEES STANDING COMMITTEES REPORT CHAPERONES: KATHY SULLIVAN</b></p> <p><b>COMMUNICATIONS – CINDY LANIGAN (EMAIL); ROBERT MORRIS (WEBMASTER); TINA RAILSBACK (PUBLICITY); LYNN BIGGS (WEB PICTURES)</b></p> <p><b>MEMBERSHIP – JENNIFER MORRIS</b> • Spreadsheet status</p> <p><b>UNIFORMS – ROBIN WHITTENBURG</b> • Uniform status of search/ results from companies</p>	<p>Copy of the budget distributed by Jeannie Miller. Projected income on the Collage Concert is anticipated donations.</p> <p>No info at this time.</p> <p>Robert Morris has updated information on PRESTO website, added a link to Mr. Mulvenon’s webpage. Cindy Lanigan to take the member spreadsheet and will send special notices on upcoming concerts.</p> <p>Membership roster spreadsheet has been updated. Updated with all information that has been sent to Jennifer Morris. Westridge section has also been added and will be updated with the parent info from the Westridge directory. Associate memberships at \$470 and is included in the membership roster. Question on if programs and concert notices can go to Associate Membership – as a lot of them didn’t have email addresses.</p> <p>There are a couple of sites that will send a sample, but will need to have a credit card number or PO before they will send a sample. Credit will be given once samples are returned. Need to see if a sample material swatch – but also need to look at the sleeves on the dresses.</p> <p>May need to provide some re-education that only seniors need to turn a clean uniform/garment bag – due to the new uniform contract – uniforms stays with the students all years in high school.</p>	<p>Need to determine if there is a school credit card that can be used or if a PO can be obtained.</p> <p>Need to have Robin Whittenburg talk to Mr. Mulvenon on this.</p>	

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<p><b>WAYS AND MEANS – LAURA KING-HAGEN</b></p> <p><b>Other Committee Reports</b></p> <p><b>DIRECTOR’S REMARKS AND QUESTIONS FOR DIRECTOR</b></p> <p><b>OUTSTANDING BUSINESS</b>  <b>Collage Concert - Chrystal Winston – planning process</b>  Collage preparation, prizes, publicity (paper, school announcements, flyers), reception</p> <p><b>Banquet – Susan Hocker -- Planning dates</b>  Participation certificates for Banquet – Laura has sent in word format –</p>	<p>Made \$158 on the BlackDog coffeeshouse at spring conferences. PRESTO will receive 30%. Owner has agreed to return for registration and for fall conferences.</p> <p>Mr. Mulvenon attending Westridge concert.</p> <p>Sabrina Crooke/Laura King-Hagen – Sabrina has a flyer for the elementary schools. Rex Railsback requested a copy of this to be sent to the paper. Will also need to send copies to the business sponsors to post in their place of business. Will look at posting for home-school students. Flyers are supposed to be going out per Mr. Mulvenon for the prize drawings for the elementary/middle school/home school. Not sure what prizes are still needed. Will also have membership/associate membership table there.</p> <p>Ricardo Martin is a graphic/web designer and will be working on the program for the Banquet in May with Susan Hocker. Susan Hocker has been narrowing down banquet vendors, getting volunteers lined up as well. Still need the kids to</p>	<p>Mr. Mulvenon will need to submit request for BlackDog to return for registration/fall conferences.</p> <p>Sabrina Crooke to forward copy of flyer to the Railsback’s to be sent to paper.</p> <p>Have tax deductible sheets available at Collage Concert.</p> <p>Need to make sure donation baskets are available for freshman to be at the door at the end of the concert.</p> <p>Need to get the electronic version of last year’s banquet program to Ricardo Martin and the info on the business sponsors.</p>	

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<p><b>NEW BUSINESS</b> Nominating committee for Executive Board. Vice Presidents, others serving?</p> <p>Contact and selection of an auditor to be voted on by PRESTO members at last meeting – Located by current VP.</p> <p>Scholarship forms to students – coordinated with Biography and Memories should go out soon.</p> <p>Current General PRESTO meetings have last meeting on April 22nd. Which would mean executive board will be voted on March 30th, 2010. New executive board will take over April 22nd meeting. Is this schedule OK?</p>	<p>provide pictures/one song for the senior slideshow to Anita Hawkins. Banquet committee is meeting on March 25 at BlackDog Coffeehouse. Need someone to possibly take over decorations.</p> <p>Volunteers that are interested in serving on a committee need to let Rick and Tammy Karsten. Rick and Tammy will come up with names for the Executive Board.</p> <p>In the past it was Diane Human. Not sure if a past treasurer can be the auditor – will need to check the by-laws. A few other names were suggested.</p> <p>Need to coordinate the scholarship forms to go out with the Biography and Memories to the Seniors. Scholarship application is on the PRESTO website.</p> <p>Last general PRESTO meeting will be on 4-22-10. Attendees agreed.</p>	<p>The Karsten's will need to approach the selected auditor.</p> <p>Reminders to Seniors that the scholarship form is on the PRESTO website.</p>	
<p><b>Adjournment</b></p>	<p>Move to close by Susan Lanigan, seconded by Laura King-Hagen. Meeting adjourned at 7:55 pm.</p>		
<p><b>Next PRESTO Meeting</b></p>	<p>March 30, 2010</p>		

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	
	KMEA District Auditions	
	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	
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