

Canterbury High School Music Parents Support Group

November 7, 2013

Minutes of Meeting

7 pm

Attendance: J'lene Bradley, Gina Pink, Laurie Hamilton, Diana Hampson-Wilson, Rosemary Baldwin, Amanda Lovatt, Deana Kosabek-Anderson, Pernilla Berin, Liz Hong-Farrell, Clare Pelley, Will Costain, Margaret King, Glenda Valair, Mary De Souza, Roland Aubrey, Tara Agpoon, Eleanor Everett, Simon Au-Yeung, Natalie Dayneka, Elizabeth Bryce, Jennifer Roberge-Toll.

Regrets: Kayleigh Pink

1. Welcome: J'lene Bradley, co-chair of the Canterbury High School Music Parents Support Group welcomed all in attendance and introduced herself and her co-chair Gina Pink as well as Laurie Hamilton, Head of the Canterbury Music Department. A round of introductions by other attending members of the Support Group was started off by J'lene. Approval of Minutes: Changes to the last minutes were brought forward. A motion was put forward by Natalie and carried by Gina that the meetings' minutes will now wait to be approved at the next meeting prior to being sent to the Listserver for general posting.
2. Student Update: Simon Au-Yeung , on behalf of himself and Kayleigh Pink, reported on the following activities: Had fittings for clothing with a cut-off date of November 13 2013 for ordering with a reminder to be posted on the Music Students' Facebook page; citrus forms have been distributed; Movie Night, Feb 7/14, Disney movie, costs per entry not yet known but snacks/hot chocolate to be factored into the overall price; permit for movie night still needs to be requested; an added coffeehouse has been

mentioned as a possibility; small Ensemble Night will take place on April 23 2014; there was some discussion about music night posters needing some tweaking.

3. Grad Committee: Small fundraiser in the works for the grad: metronomes with tuner (supplied by Long and McQuade usually at a cost of \$22 but offered to us at \$14.99 per unit); discussion about when best to offer this and it was decided that the upcoming Music Night would be a good venue. Mary to find out how many can be ordered and how the surplus can be returned; there is no minimum number required for purchase. It was noted that Long and McQuade might be thanked for this opportunity in our Music Night program. The clothing order was reported to be coming along although a shortfall in minimum orders was reported at this time—Simon to report this to class reps. Students are to hand in their forms and the collected money is to go to the office at the end of each day. Vero, Shannon, Simon and Kayleigh are the students responsible for taking the orders and money to the office at the end of the day. Pernilla raised the issue of who would be in charge of counting the money raised, either by cash or by cheque (cash needs to be counted twice and cheques need to be itemized individually); it was suggested that a parent volunteer would be needed to assist with the individual itemising and reporting of cheques especially. Pernilla also reminded the group that those cheques to Canterbury High School's school account will have to be managed by Laurie since they are going into official school accounts and not the CHS Music Parent Support Group account.
4. School Update: On behalf of the Music Dept, Laurie Hamilton related the current departmental activities: Concert Band performed at CHS Awards Night; the Sound Art Project took place on October 21 2013 as planned; the Phil Nimmons and David Braid guest workshop was a success involving the senior students, Grade 10 vocals and Winds and a workshop with a couple of jazz combos. The following performances took place this month: Chamber Chorus (CHEO Memorial); Male Choir (Kiwanis); Chamber Chorus (Veterans' vigil at Centrepoint Theatre); Board Office for Board Choir; Vocum and Strings (Remembrance Day); various trumpeters in community Remembrance Day activities. Senior Chamber Ensembles to perform for one another November 21-22 2013 and for parents in April, 2014.

Departmental Wish List: 1) a smart board for Room 131 (Strings Room; approx. cost: \$5000); 2) iPads for vocals program enough for one class so music can be shared on these devices; 3) a piccolo for the Winds program (approx. cost: \$1500); 4) a bassoon; 5)

approximately 30 replacement laptops (since most are over 2 years old now); 6) a piano truck is also needed.

It was also noted that Elizabeth Manley is selling her mother's baby grand piano however there is unfortunately no room to house this piece at the school at this time.

5. Treasurer's Report: Pernilla reported that the audit had been done and had gone well. Recommendations were made to use the proper cash counting forms; to list all cheques individually (where from and in what amount); to count cash twice. Overall it was a very positive process and audit. It was also reported that almost \$180 and \$200 were raised by the purchase of SPC cards and Fundscrip respectively. Also 2 trumpets have been purchased for the Winds program.

6. Webmaster: Amanda reported posting minutes and all requests is going well. Simon to give Amanda the email for the CHS Music dropbox in order that pictures may get posted onto the website as well. As well Amanda reported that Paypal will soon be going up on the website. Elsewhere it was suggested that only links to other information be placed on the listserver as opposed to attachments themselves.

7. Fundraising:
 - a) Fundscrip: Deana reported on the status on this fundraiser. There have been 25 new supporters for a total of 79 active supporters; next email to remind that these make good Christmas gifts. It was suggested that Fundscrip be advertised during our upcoming Music Night—J'lene will speak about this initiative at Music Night. Deana reported that an alumni parent was interested in continuing contributions to the program via Fundscrip. Deana to set this up. It involves no added cost to the Parent Council but offers another good avenue for fundraising for the Music program. This is to be a separate program from the one for parents of active students in the Music program.
 - b) Norcard: Clare reported on the status of this fundraiser. Fundraising efforts through Norcard appear to be considerably less this year (by approx. \$3000). It is the 5th year of using this program and it was suggested that perhaps another fundraiser might be explored for next year. There is to be a draw (for a tablet) for those who sold over \$50 at the upcoming Music Night.

- c) Citrus: Will reported on the status of this fundraiser. Forms have been sent out; information about this fundraiser is also on our website and via email.
- d) General: It was suggested that more information be provided to new parents to the program as to what our fundraisers are about and what the funds go towards. Clare is also to look at honey as a possible fundraiser for next year.

8. Events:

- a) Feeder School Concert: This year's feeder school concert is on November 14 2013; there will be 3 shows: 9 am, 10:30 am and 12:45 pm; each show will be about 1 hour with a question and answer period after each; issue of lots of buses at the school especially between shows 1 and 2 and therefore will need some parent volunteers to help with this; also need 2 more people in the lobby, need 10 parents in total (Deana to organize and Liz to send email).
- b) Music Ensemble Photo Days: These plans got bumped; it is still a work in progress at this point.
- c) Music Nights: Will be on December 5 and 6 2013. A technical volunteer is still needed; need somebody to supervise the backstage; Clare volunteered to sit in the booth during Music Night. Music Night theme title is "Reflections of Change". There are 725 tickets available for purchase for each night either at the school or through Paypal. Online purchase date to start November 25 2013 while at school purchase to start on November 27 2013. Paypal purchases are to be picked up on performance night only at pick up desk in the lobby. It was noted that Paypal has been a very successful format for ticket purchasing for these events. J'lene to provide the M.C.'s bio information to Simon and Kayleigh. Clare to do a bit more publicity for Music Night via the newspaper and the school's P.A. system (to be handed over to Margaret in the Spring).

9. Additional Items:

- a) Clothing for Canterbury Singers: for girls: black shirts have been ordered as have been the green scarves (should be in by US Thanksgiving); for guys: black shirts and reusing green and gold neckties.
- b) Constitution: Dates for this meeting still to be determined.

Meeting adjourned: 8:50 pm.