

Canterbury High School Music Parents Support Group

September 9, 2014

Minutes of Meeting

Attendance: J'lene Bradley, Gina Pink, Diana Hampson-Wilson, Rosemary Baldwin, Pernilla Berin, Jason Sinkus, Clare Pelley, Deana Kosabek-Anderson, Amanda Lovatt, Mary De Souza-Chan, Patricia Filoso, Lisa Fast, Linda Cudmore, Cynthia Chung, Jessica Simpson, James Caswell

No Regrets

1. General Welcome.
2. **Approval of Minutes:** July minutes should reflect that it was Glenda that motioned the new constitution. Approval of Minutes- Motioned by Pernilla, seconded by Diana.
Note regarding the New Constitution: The Constitution that was passed in June by Parent Council, was signed by the Secretary. Co-chair to keep original; scanned original has been posted on the web; Secretary to also keep a copy.
3. **Student Update:** Jessica and Cynthia reported:
 - a) Social to be held September 18th; Lisa to request volunteers (3) for the social.
 - b) Coffee House to be held October 8th; Cake auction to be held. Reminder – someone needs to take photos for memory book.
 - c)
4. **School Update:** On behalf of the Music Department, Jason Sinkus reported:
 - a) **Intro:** Great start to the year; amazing pulse
 - b) **Trip to Germany and Czechoslovakia:** waiting for certain approvals by school/board; Second payment originally due September 28th is delayed until approval is received.
Action: J. Sinkus to follow-up/ payment dates will be confirmed once approval has been given.
 - c) **Remind App** – is new and going extremely well; Teachers are using for classes to provide info about the music program; Remind sends out text or e-mail; Limited to 120 characters but can attach links. Privacy is protected as no e-mail addresses/text/phone numbers are shown; Remind App is an additional tool. **Note:** The Listsvr will continue to be used as there are no message limitations and is an alternate tool to spread news.

5. Fundraising:

- a) **Fundscrip – Deana** reported that Linda will be taking over. Deana noted that Fundscrip had increased the threshold amount for free shipping to \$5000. Discussion about brochure being given to Grade 9 music students; needs to be reprinted; to use board print shop. **Action:** Deana to send word doc to Lisa to update. J. Sinkus will arrange to have it printed (120 copies)
- b) **Various fundraisers were discussed:**
 - i. **Coffee fundraiser** – a parent with coffee shop- Gaia Java – one time or on-going fundraiser; need someone to spearhead fundraiser from parent council; we can see how it goes and whether to continue monthly/couple of times/once. Coffee would be ground and delivered to the school. Discussed possibility that coffee could be a trip fundraiser
 - ii. **Trip fundraisers** – brown bag fundraiser – send in \$5; donate jars \$2 or \$5; special event e.g. Salsa Night, Oktoberfest, Christmas concert – may be difficult to schedule – if there is interest
 - iii. **Grad fundraisers** – Sell compost bags, metronomes, battery recycle/ computer recycle; bottle drives at the store; car test drive (need an event like open house; Boot sale (\$20 per boot/car); Combine with BBQ; Raffle basket (raised \$600), Memory Book; movie nights;

6. Treasurer's Report: Based on statements for August, Pernilla reported on the following: Income received from Bag to Earth \$500; Citrus \$3600 (split between parent Council and Students); Clothing \$221; DVD approx. \$3000; Fundscrip, honey \$505 , Maplesyrup \$214; Norcard \$2400. Grad committee \$4500 (Post script: this money was transferred to the Music Department in September (as per July Minutes)).

- a) There is \$23,450 In the account for this year and that we need a wish list. As a non-profit organization, the money needs to be spent. [Teachers provided wish list see below]
- b) Change of Officers –signature cards need to be signed by new officers (D. Hampson-Wilson and R. Baldwin) with the bank. **Action:** Pernilla to follow-up with the bank.

7. Wish list for 2014/15 [from teachers]:

- a) Set of chrome books (26)- \$250 per machine; approximately \$8000
- b) Ideally 2 carts + laptops (up to \$10000)
- c) Software- database inventory to keep track of all inventor in the music program (music, stands, instruments, etc) \$100/year for the subscription

- d) Longer term – IPAD for Department
- e) Informal uniform for all music students e.g. golf shirt with logo

8. Webmaster: Amanda reported that there has not been much activity. The new dates of parent council meetings have been uploaded to website; Reminder – Send updates to Amanda to upload.

Amanda to work on redesign of website (navigation/menus; revise content; technical side (new site) as time permits. **Action cont'd:** Amanda to work on redesign as time permits and request assistance when required.

9. Other business

- a) **Remind App** – see school update; Remind App for CHSMusic Department news
- b) **Communication tools** – Remind, Listsvr and Facebook all tools to be used to communicate with music parent community. Listsvr will be used for Fundscrip; with a quick message on Remind. Action: Class reps to get parents on Remind App and Listsvr. It was noted that there is a choice as to what parents prefer as communication mode.
- c) **AGM on September 15** –the auditorium has been booked. We will need to have sign up sheets available; power point presentation. It would be good to send out on Remind. Jason to bring Remind poster to AGM
- d) **open positions/volunteers:** Linda to takeover Fundscrip; We have someone to do poster and tickets; We need a volunteer for Citrus, Silent Auction, Coffee fundraiser; Note: This is Pernilla's last year and we will need someone to shadow Treasurer.
- e) **Grad fundraising**
- f) **Coffee fundraiser**
- g) **Concert attire (Male chorus, Chamber, Vocum, Canterbury Singers, Intermediate Band, Concert Band)**–Linda Cudmore will be leading. Lisa reported some students didn't show for fitting; some tuxedos set aside but not claimed; size selection of tuxedos is thin; need to have some swing sizes. Request to purchase two tuxedos, shirts (only had S/M/L and needed some XS and XL); Minor issues with cheques – wrong amounts; Next fitting September 26. [**Post script:** Specific Request was sent by e-mail and approved by parent council secretari ally.]
Concert band shirts – $\frac{3}{4}$ length – can we donate them?

- h) **Confirm Meeting dates for 2014/15** –Parent council meetings will be held on Thursday nights (normally first Thursday, except September and January). 2014/15 dates agreed upon: October 2nd, November 6th, December 4th, January 8th, March 26th, April 30th, June 4th. Note: Certain dates conflicted with program dates and were re-scheduled. **Action:** Amanda to post revised dates on Web.
- i) **Additional Dates:**
 - Fall Music Night November 27th and 28th
 - Spring Music Night May 6th and 7th
 - Grade 11 recital: April 2nd
 - Grade 12 recital: May 31st
- j) Music Clothing – M. Chan has some contacts; if 5-25,000 then need three quotes; if going to tender, don't need a quote.
Student Music clothing – first order before Christmas; Trip clothing - later
- k) Other: - It was suggested that it was difficult to get photos of the ensembles and maybe it could be combined with an event e.g. movie night/pizza

10. Next meeting: October 2, 2014 (Room 116)

Meeting adjourned: 9:15 pm.