

**Music Parents Support Group**  
**Thursday January 10, 2019**

**Present:** Linda Cudmore, Heather Monkman, Gord Aitken, Katherine Rinaldi, Jason Sinkus, David Leech, Colin Higginson, Craig Cudmore, Elaine Johnston, Kim Kimbell, Elizabeth Bryce, Natalie Dayneka, Diane Glauser, Sarah Godwin, Natalie Waldorf, Laura Lynne Churchill, Lorraine McCormack, Chantal Nault, Adrienne Salo, April Farmer

**Regrets:** Karen Lawford, Adrienne Salo

1. **Welcome** – Linda

**MOTION: *Motion to approve November 29, 2018 minutes, moved by David, seconded by Linda. Carried.***

2. **Student Update** – Sarah

- a. Student's are introducing new Points system to help increase participation and spirit in music council activities. Points are awarded to teams based on participation. The prize for the winners at the end of the school year is a pizza party.  
The 6 teams are based on music discipline and year.

Intermediate Winds	Senior Winds
Intermediate Srtings	Senior Strings
Intermediate Vocal	Senior Vocal
- b. Spirit week is next week and every day a different theme is planned.
- c. Exams are coming up so the students are very busy studying. No other activities are planned until the new semester.
- d. The Gingerbread Social was a very fun activity before the Christmas break. The winners were Grade 11 winds students, who made a house covered in candy and also brought the most gently used clothing for the clothing drive.
- e. Photos are being taken at all events for the Music Yearbook.
- f. Meets have been going well and have good student participation.

3. **Treasurer's Report** – David

- As of December 31, the current balance for the Parents Support Group is \$22,756.49. \$9,500 has been raised so far from citrus sales and lobby nights.
- Two of the allocations for the year, Charms software and purchased instruments will cost less than planned for.
  - a. Purchased instruments (violins and piccolo) were invoiced at \$3,474.75.
  - b. Charms software for 3 years is \$1,095USD (approx. \$1,500CAD)

A brief discussion was had with Jason on the merits of the Charms database software for tracking Music clothing. By renewing for 3 years at a time there is a cost savings of \$190USD over renewing yearly.

***MOTION: To renew Charms software for the Music Department for 3 years at a cost of approximately \$1,500CAD, moved by Linda, seconded by David.***

A quick discussion was had to slightly raise the amount donated to St. John Ambulance for volunteering at Music Night to \$250.

***MOTION: Commit \$250 to donate to St. John Ambulance for Music Night, moved by David. Seconded by Gord. Carried.***

***David thanked money counter volunteers for separating out coin's by denomination. It made counting much easier.***

#### **4. CACDA Update – Gord**

- a. Gord gave an excellent overview of CACDA and it's role in supporting all Canterbury Arts disciplines. Refer to CACDA.COM or MPSG minutes of November 8, 2018 for further details on CACDA.
- b. The members of CACDA are passionate about their goals and planning for the future of their volunteer organization. A visioning retreat is being planned for the spring, and members of the MPSG will be invited.
- c. To encourage support and collaboration between the MPSG and CACDA, Gord is proposing that we consider making a \$1,000 donation towards their campaign to raise funds for a new piano from which the music department will greatly benefit. Parents are encouraged to think about this idea and it will be carried forward at the next meeting.

#### **5. Fundraising**

- a. Citrus – Linda
  - No new updates
  - Sales were up 17% over last year
- b. Frozen Berries – Natalie
  - Order forms and receipts are almost ready to be emailed to Jason for photocopying and distribution to students.
  - A copy of the order form and receipt will also be available for download from the CHS Music website.
  - Frozen Berry orders and cheques are due to the school Friday, February 8.
  - Natalie will discuss with David the possibility of accepting Electronic payment though email money transfer.

- Final frozen berry order numbers are due to the distributor Monday, February 11, although there will be some extras available for late orders. Shhh.
  - Delivery to the school will be at 11 am February 23. Pickup available 11:30 – 12:30 at the CHS teacher's parking lot.
  - Natalie will correspond with appropriate people regarding communications and getting details to parents.
- c. Fundscrip – Linda on behalf of Nina
- In total this year \$2,452.74 has been raised by 67 families.
  - A discussion was had about the numbers of Fundscrip emails being read versus the number of families using the service. It was suggested that the process to sign up for the service using cheques is dissuading use.
  - Sarah will write instructions to explain how to pay for Fundscrip online, similar to paying a utility bill though a bank website. Before posting to the CHS Music website, members of the MPSG will test the instructions for usability.
  - Linda will ask Nina some of the questions that came up during the discussion and will hopefully have answers for the next meeting.
- d. Bottle Drive
- Heather reports that it was easy to collect bottles from the neighbourhood.
  - Jason has received one envelope so far from a student
  - Due date for handing in money has been extended on week, to Friday, February 8.
  - Diane will send out another reminder email to parents.
- e. Silent Auction – Gord
- Gord will reach out to Annegret for last year's info.
  - Kim and April volunteered to help
  - Linda has the name of a potential volunteer.
  - After frozen berries are done, Diane will send out a reminder email to parents for items.
  - There will be a sample letter posted online for parents to print and take to potential business donators.

## **6. Music Night Debriefing**

- a. Music Department – Jason
- From the music department perspective it was a great success!
  - Adding Visual Arts was a good touch, the kids really enjoyed participating and the applause.
  - Enjoyed the trust in the Music kids by the Janitorial staff, parents are no longer required to monitor change rooms.
- b. Volunteers – Leilani and Elaine
- All went well
- c. Fundraising –

- Selling arm lengths of tickets went well and increased sales.
  - The sales process was faster as names did not have to be written on tickets.
  - The hand over to new group of volunteers is going very well.
- d. Videography & Recordings – Kim
- Videographer is working on final details, video to be posted online this week.
  - She is looking to incorporate some of the live artists into the video.
  - A discussion was had to about the good job the videographer does for us and how increasing the amount offered will entice her to continue working for us.
- MOTION: To increase amount offered to the videographer for Spring Music Night to \$500, moved by Linda, seconded by Katherine. Carried.**
- e. Communications – Diane
- Next email communications to parents will go out in this order: Frozen berries, Bottle drive reminder, Fundscrip.
  - The grade 12 Vocal concert After Hours will require a volunteer request email.

## 7. Music Department – Jason

- a) No music exams!
- b) Canterbury After Hours, is an annual concert organized by the grade 12 vocal students. This year it is taking place at 7 pm on February 22 at St Joseph's Church, 174 Wilbrod St.  
Tickets will be available online through Yapsody.

Parent volunteers are required for the following positions:

Bake Table	2 required
Ticket Sellers	2 required
Silent Auction	2 required
Ticket Scanners	2 required
Runners	2 required

Lorraine and Kim will be point people for this event.

- c) Wish List item – Trombone with trigger  
Jason will research the price of a new trombone with trigger and a decent mouth piece. The current quote is \$4,500.
- d) CHSmusic.ca website has dates for future performances and activities.

## 8. Next Meeting - Thursday , February 7, 2019

Adjourn at 8:49

9.