**Music Parents Support Group – April 6, 2017**

**Present:** Gord Aitken, Rosemary Baldwin, Elizabeth Bryce, James Caswell, Linda Cudmore, Natalie Dayneka, Joanne Harvey, Clare Pelley, Menaka Raguparan, Sara Raahemi, Tim Robillard, Leilani Schaefer, Marie Christine Ferraud.

**Regrets:** Jason Sinkus, Craig Cudmore, Cara Thompson, Janet Wilson, Diana Hampson

**1. Welcome, approval of Minutes:**

MOTION: Moved by Clare, seconded by Rosemary that the minutes be approved as corrected. Carried.

**2. Student Update:** (Sara)

* **After Hours**: very successful
* **Jazz Café**: raised almost $700.00 (where are proceeds being directed?)
* Deadline for **music clothing** today: good response, students like the 2nd round to buy spring/summer clothing. Still comparing clothing companies, differences between prices, embroidery, samples available, etc.
* April 12 **Coffeehouse** and Cadenza Bake Sale – need 2 parents for cash/counting
* Planning some **social events** to happen later in the semester.

**3. School Update:**  (James)

1. **March - April events:**
* **After Hours**: $4147.00
* **Grade 11 recital**: new venue, great food thanks to Gord for coordinating this
* **Jazz Café:** good turn out and great performances
* **Ignite 150**: positive experience, video clip available

<https://www.985thejewel.com/video-nac-maestro-alexander-shelley-conducts-1300-students-ottawa-2017/>

* **Kiwanis** still ongoing
* NAC and **string ensemble** with A. Shelley at De la Salle
1. **Upcoming events:**
* **Grade 11 field trip** to NAC for concert review
* **Coffee House** April 12 – chambers have auditioned, individual auditions tomorrow
* **Queens’ University Festival** – Concert Band April 18-19
1. **Italy Trip 2018**:
* Deposits due April 12, May 12, June 12 (plus insurance)
* Costs determined for 80 students (minimum?) Maximum 90
* Website has documents, information, insurance (189$)
* Timing – shifted to April 2018 so less school days missed

**4. Treasurer’s Report:** (Menaka)

* Student clothing fund – usually pays for Grade 11 recital, with difference made up by MPSG. This year there are still funds to be spent. Students will need to decide before June.
* Bow repairs – money allocated by MPSG but need update/invoice.
* Student Flower Fund also has more funds to be spent, must be spent before June, referred to Sara and Janet for Music Council action.

**5. Music Night**

1. **Ticket Sales:** MC, Craig and Jason have proposed these dates –
* April 14-17 – MPSG can buy tickets and sign up for volunteer roles
* April 17 – general volunteer sign up
* April 22-25 – ticket sales for volunteers
* April 26-May 11 – general ticket sales
* Website updates: April 13

**Special seating** – Discussion of where to locate special seating for wheelchairs, possibility of determining number of places needed at time of ticket purchase.

Obstructed view for some seating, placement of sound table, microphones, video cameras needs to be clarified before tickets are sold.

1. **Silent Auction**: (Gord)
* Only 5 weeks to go
* 30 items approx. $2000.00 value (would like 40-45 items)
* Would email work better than Remind to generate donations? MC will send out one more before Easter.
* Volunteers needed: Gord and his wife, Rosemary (will post 3 but fill immediately)
1. **DVDs:** (Linda)
* Fall Music Night DVD completed – thanks to Carolyn for the production and Craig for distribution before March Break
* Going forward: Linda researched some alternatives to volunteers only
* Email motion will follow to contract with professional service, videorecording and editing by June 10 for volunteer duplication and distribution
* Still need a volunteer coordinator to manage sales, duplication and distribution.
1. **Volunteers:** (MC)
* St Johns volunteers confirmed (2 per night)
* Bake Table coordinator 5:45 p.m.
* Bake Table volunteers (4) arrive by 6:00 p.m.
* Drink table, coolers and ice (4) if ice is bought it can be reimbursed
* Memory book (Nina) and DVDs (Bobianne) will be there both nights or need another volunteer? MC will try to coordinate with Jason, Bobianne and Nina.
* Rose sales – Clare and one other
* Cash counters: total 4 each night plus Clare, to begin after intermission; is there a classroom/separate space available nearby for counters to use
* Treasurer will pick up for final count and deposit
* Clean up crew – increase to 3
* Student Volunteers: 4 Ushers per night arrive by 6:15; 7-9 servers, Ms Mah recruits.
* T-Shirts – will use what we have, and invite people to wear yellow if they can
* Set-up: 7 tables for silent auction; request to janitorial staff for bathrooms and supply cupboard to be unlocked.

6. **Music Support Group Fundraising**:

 **Fundscrip:** (Linda) already $4100.00 with 3 more order periods

7. **Cadenza Committee** (Joanne, Clare)

1. **Bottle Drive**: Clare will try sending another email to households that were drop-off points in January, in hopes of another Bottle Drive after May long weeken.
2. **Roses:** Clare will order 80 roses for each night, cost about $2.25 each, sell for $5.00.

*MOTION:* Moved by Linda, seconded by Menaka that Clare can spend up to $400.00 for roses (red, yellow, white) from Ottawa Flowers for Cadenza fundraising at Music Night.

8. **Positions to Fill for 2017-2018:**

MC will prepare an email, also to be posted on website,

* Co-chair (to be elected) – Gord Aitken is willing
* Volunteer Coordinator – Leilani and MC are willing to keep working assisting/mentoring another coordinator
* Cadenza Fundraising – Joanne and Clare would like to mentor someone to take over
* Silent Auction:
* Member at large (to be elected) MC is willing
* DVD coordinator: need to clarify with Bobianne if she is willing to do this, when it is primarily sales and distribution
* Music Performance Attire: need as soon as possible, as fittings, orders start early in September

July meeting: should make a motion to allow for payment in early September.

* Citrus: Tim is willing to continue working with someone to take over.

**Adjourned** 9:25 p.m.

**Next Meeting**: May 4 7:00 p.m.

**Email motion: 20 April 2017**

Moved by Linda and seconded by Diana, authorizing Linda to hire a videographer for a flat rate of $400.00 to record and edit music nights on May 11 & 12. The proposed videographer is Dominique Rae Parent.

*Carried by email vote 24 April 2017*