

## **Canterbury Music Parents Support Group**

### **Meeting minutes- Thursday, September 7 2023**

**In attendance: Jane Carruthers, Jason Sinkus, Julie Eros, Julie Findlay, Kerry Larkin, Kevin Craig, Deanna McDougall, Paula Walsh-Bergin, Tara Campbell, Felicie Young, Laura Lynne Churchill, Billie Sabovitch, Chantal Nault, Dolores Gutierrez, Elizabeth Moreau**

- Land acknowledgement -Julie Findlay
- Minutes:
  - May minutes to be sent out and then reviewed again for approval at the October meeting
  - June meeting minutes with minor corrections, Laura Lynne approved minutes and Julie F seconded
- Student update:
  - Jason Sinkus- there are three co-heads this year- one from each discipline
  - Pizza social next friday- deadline to order pizza tomorrow- bring money by Tues; need parents to hand out pizza- meet at 11:20, Friday the 15 of September, Julie F, Chantal, Felicie, Kerry, Paula will help
  - Meet and greet on the first day, Google classroom is to be used as main communication- this was emphasized, need to stay on top of it, also told students to check the website- CHS music.ca
  - Started to use the CHS music instagram and will try to use it a little more for posting pics of events, and for AGM- separate pages for each discipline
  - Along with Kevin will keep the website up to date, slide show on the webpage and Important dates- most important is the morning rehearsals- one for week for each group- only 8 rehearsals before music night; important dates and other dates for performance; all levels together for ensembles for feeder school concerts; stressed to students that they will have to make choices and not miss any days of morning rehearsals
  - Parents need to come in and organize dresses and tuxes that are to be set aside for students; no rush, but will need to do before music night; need enough time to order tux shirts before music night. Will plan on the week of Oct 11-13 to have dresses and tuxes handed out, the week before on Oct 2 we will organize. Mid week (wed and thurs of the week) Jane and Deanna will confirm. Teachers will be there on the PD day, Julie F will confirm with them and request help as needed.
- Financial report- Kerry
  - \$2600 left from outgoing students who did not claim their balance
  - \$26000 balance
  - Will need to be told what expenses are needed in the fall
  - Did not arrange the annual audit but will arrange that- will contact the former auditor
  - Jason says a promotional video is not needed as an expense
  - Wish list- meeting on Monday as a department and will discuss wish list

- Vocal retreat is on there twice to pay for this fall's one and then the spring's one- most years it will not be close
- Office staff lunch should be raised- costing more than \$100 now and should be around \$300- Kerry will increase and we can vote later
- Co-chair topics- Julie E and Julie F
  - AGM- Julie and Julie will continue as co chairs and Julie E will take the lead
  - LL is not coming back- reached her term limit and is passed one year of graduation
  - Will need a director at large- Kevin will be open to the director at large
  - Chantal is interested as a director at large- may need a vote!
  - Will need to fill the community rep position- Julie E has nominated Dolores for the position as she lives nearby; need to vote on rewording the position's description and then will select Dolores
  - Kerry will stay as treasurer and Felicie will stay as secretary
  - Music night coordinator will be Billie and Chantal as assistant
  - Memory book is not done anymore so no need for a position for this
  - Ticket sales will be taken over by the school, but we will still need someone to organize and mailing list is not needed anymore
  - We will need more people for silent auction, Paula will still coordinate- will look for two people; Tara will help as well
  - Video coordinator is needed for during the concerts
  - Iva is not at meeting, but is still involved with Funscript
  - Citrus fundraiser- Tara and Julie will handle this; Julie E suggests running the fundraiser longer- Felicie suggests talking to a software engineer to create a platform to sell/ fundraise- at least get an idea of the price/ what is involved
  - Frozen berries needs someone to coordinate
  - Need to focus on getting other parents to get involved; shortage of volunteers on choir night so it would be good to focus on getting others involved
- AGM at Sept 11 at 7pm in the auditorium at the school
  - Felicie will type out constitution and make it editable since it is not now- will have done for the Oct meeting; Laura Lynne suggests edit to make it so a co-chair can come back for a fifth year and an amendment to make the community rep a music parent who lives locally
  - Some discussion about whether to do constitutional amendments at the AGM: Chantal suggests that the AGM will be not the right place to discuss the constitution; Jason suggests having a meeting separate than the AGM to vote on the issues- not too overload the Grade 9 parents; Elizabeth points out that it is how the decisions are made is the thing of importance- Need to signify the importance of the financial decisions. Kerry wonders whether parents know the significance of the finances and the board. In the end, the decision was made to discuss the positions to be filled, allow people to apply, discuss the amendment of the constitution, then we will have the AGM as usual. Will send out an email to

explain all of this. Email to parents will be looked after by Elizabeth. Jason and Billie will run the election if needed. Google form would be an option in the case of an election.

- Billie asks why only directors have a vote- just to keep the organization, says Laura Lynne and Julie E; Billie says that it is strange that others can't vote. Laura Lynne states that executive votes are needed for financial decisions. Most school councils are not using this much money regularly. The constitution was based on best practices for school councils- most are run by an executive voted in by the parent body.
- Other business:
  - Thank you to Laura Lynne for all of her help and guidance. This is her last meeting and she will be stepping back. She has given us all so much help to the council.

**Julie E motioned to end the meeting at 8:59 pm.**