

## MUSIC PARENT SUPPORT GROUP MEETING MINUTES

5 November 2015 / Room 160

### Attendance

- Jason Sinkus - music department head
- James Caswell - vocal teacher
- Diana Hampson - co-chair
- Rosemary Baldwin - co-chair
- Mackenzie Elliott - student co-head
- Sarah Pledge-Dickson - student co-head
- Tim Robillard - citrus fundraising
- Clare Pelley - community rep
- Marie-Christine Feraud - co-volunteer coordinator
- Natalie Dayneka - coffee fundraiser
- Menaka Raguparan - treasurer
- J'lene Bradley - past co-chair
- Geoff Baskwill - secretary
- Linda Cudmore - Fundscrip & tuxes
- Joanne Harvey - parent
- Derek - parent
- Shauna - parent
- Louise - parent

### Regrets

- Liz Hong-Farrell

### Welcome/ Approval of Minutes – Diana

- ***Moved to approve Rosemary, seconded Clare.***

### Student Update – Sarah + Mackie

- coffee house went well, 21st october, no issues, made \$193 from cake auction
- theme for music night: broadway
- clothing: is underway, ordering will be by cheque or online (from chsmusic). Doing a poll to find out what items students want. Will do a logo competition for artwork.

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### School Update – Jason

- Awards night went extremely well, senior concert band played
- coffee house was great, many thanks for the new sound system, it helped immensely, speaker system
- Photo of the system for the wishlist page
- Crunch is on for Shrek. Will need some volunteers for ticket scanning, some for costumes.

*Side discussion of troubles that Marie-Christine is having with MailChimp and getting signups. Potential of using Remind as the one system for communicating.*

- Music Night is on the 10/11.
- Candlelight vigil was an excellent venue (Canadian War Museum), huge success.
- Wishlist: renewal of Charms Office in a few months (\$900 last year; they do have a 3-year renewal option). Students now have access to an online recording feature in addition to pre-existing features, Caswell has also entered music folder info.

### Music Apparel – Jlene

- Complete, all went well, all new dresses have been labelled and will be handed out tomorrow.
- Note to students / parents that staples / glue used on apparel will result in deposit not being refunded.
- Diana offered to help with distribution, Rosemary may be able to come in also.

### Cadenza Committee update – Clare & Mary

- Bag to Earth - all bags have been sold (\$396)
- Mary will send Mackie a blurb to send to students for baked goods at the musical / fundraising for Cadenza.
- Musical fundraising for musical: will buy water, gift basket raffle.
- Will need 8 students each night (Friday and Saturday) for volunteering.
- Memory books orders will be available on music night (fundraising for Cadenza).
- Music night raffle of the airplane tour fundraising for Cadenza.
- DVD for music night.
- Bottle drive mention @ music night. January 9th. J'lene volunteered as an additional drop-off house.
- Need a float for the music night: total of \$30 in 5's and coins.

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### Arts fee + FAQ sheet – Clare

- suggestion to write up a page on the arts fee on the parents section of the chsmusic site, including what it goes to and how it benefits the students

### Treasurer's Report – Menaka

- sent out the detailed financial report by email.
- some students have withdrawn from the program and need to be updated.
- current balance approximately \$6700.00
- a number of cheques have been issued that are waiting to clear.
- some items to review with the Cadenza section.
- audit has completed, some findings. Detailed report in Menaka's files.

### Website

- Live review of the website content

### Publicity – Michelle

- not present, no report.

### Fundraising

- Fundscrip - Linda
  - coming along - 4 orders so far, raised almost \$1000
  - approximately 18-20 people ordering each time, should have more for the holidays
  - some parents have some confusion about what student the fund scrip account should go to, don't know it can be rolled over to another student. **Add to FAQ list.**
- Citrus - Tim
  - getting rolling, start class visits next Thursday; delivery on the 9th/10th.
- Coffee - Natalie
  - will start sales at the musical (Shrek) until December 10th.
  - pickup should be the morning of the band hallway concert (Tuesday)
  - will hand out a form to every student and will also have on Remind / website
- Silent Auction
  - no update
- Frozen Berries fundraiser for Cadenza
  - need to contact the company at the start of January
  - there are cranberries, raspberries, and blueberries available from the company
  - propose sales for a 2-week period mid-January
  - they come in at the end of February, we would have to go pick them up

**Adjourn – next meeting Dec 3rd**