

Canterbury Music Parents Support Group 2019 / 2020

Meeting Minutes for November 28, 2019

In Attendance:

Gord Aitken, Laura Lynne Churchill & Heather Monkman (Co-Chairs), Kim Kimbell, , Katherine Rinaldi (Secretary), Janice Mah , Diane Glauser, Colin Higginson, Chantal Nault, Naoko Nakamura, Ruth Quaile, Paula Walsh, Caelan Monkman (student co-head)

Regrets: Linda Cudmore, April Farmer, Jason Sinkus, Craig Cudmore, Sarah Godwin, Ian Kinnear, Hilary Aubry

Indigenous Land Acknowledgement, read by Heather.

1. Welcome – Heather

Introductions

As there was a new parent in attendance, Heather asked all present to introduce themselves to the group.

Approval of Minutes from November 7, 2019.

Motion to approve minutes from November 7, 2019 moved by Gord, seconded by Paula.

Carried.

2. Student Update – Caelan

- a. Music Clothing
 - i. Music clothing orders have been sent
 - ii. Hopefully will have received clothing in time for winter break
- b. Gingerbread Social December 16
 - i. Points to be won
 - ii. Students will sign up in teams to participate at a cost of \$4 each.
- c. Christmas Spirit Week December 9 – 13
 - i. Points to be won for participation
 - ii. Monday – Ugly Sweater Monday
 - iii. Tuesday – Snowman Dress Up Day
 - iv. Wednesday – Winter Get Away, Dress for the Tropics
 - v. Thursday – Throwback Thursday, Dress Up like your parents used to!
 - vi. Friday – Twin Day, Each class will dress up in 'identical' outfits.
- d. Trivia Night December 19
 - i. Trivia Night had to be moved from December 13 due to conflict with the cafeteria space.
 - ii. Entrance fee is an article of clothing for the clothing drive, popcorn will be available for \$1.00

3. Music Department Update – Janice reporting for Jason

- a. Feeder School Concert
 - i. Went very well, students talking amongst themselves were over heard wanting to come to CHS.
- b. Grade 11 Concert Review
 - i. The concert was excellent

- c. Senior string ensemble played last weekend with Stella Borealas at Trinity United Church
- d. Lobby Concerts
 - i. Tues., Dec 20 8:20 am - Sr Concert Band
Wed, Dec 21 12:00 pm - Sr Jazz Band
Thurs., Dec 22 8:15 am - Vocal
Fri, Dec 23 8:00 am - Strings
- e. Cuba trip
 - i. Students should bring their passport (or photocopy preferably) for Monday so Mr Caswell can record the information.
 - ii. There will be an update for students at lunch time Monday.
 - iii. Room mate selection should be relayed to Mr Sinkus asap.
- f. Wish List
 - i. Janice is waiting on The Sound Post for bows to be available with the school discount.
 - ii. Winds have 2 borrowed trombones to try and evaluate, one new and one used.

4. **Treasurer Report** – Laura Lynne on behalf of April

- a. Fundscrip raised \$500 this month, \$366.08 of which went to student accounts.
- b. There was a brief discussion of why Fundscrip is losing popularity among parents. Comments from the Fundscrip booth at Coffeehouse was that the cards are bulky to carry, and people forget to use them.

5. **Fall Music Night**

- a. Janice mentioned that there will be 3 soloists, it would be nice to purchase flowers for them.
 - i. Question regarding who will pay for the flowers, the MPSG or the Music Department.
 - ii. Heather to confirm with Jason
- b. St. John Ambulance Donation
 - i. Historically the MPSG has budgeted \$250 per music night as a donation to St John’s Ambulance for being available in an emergency.
 - ii. Unfortunately their costs have increased and they are now suggesting a \$280 donation per night.

Motion – Laura Lynne motioned to increase the donation to \$280 per Music Night for a total of \$560.00 per school year.

**Katherine Seconded.
Carried.**

- c. Volunteers – Chantal
 - i. 73 of 77 Positions had been filled at the beginning of the meeting.

Unfilled Positions Both Nights

We are still looking for 2 Volunteer Coordinator Assistants, one per Music Night. A grade 9 or 10 parent who can grow into the role is preferable, so that they can grow into the role while support is available.

Unfilled Positions Friday night

Memory Book Sales Table – 1 position

Cash Counter – 1 position

ii. Recently Filled Positions

Ticketing Coordinator Assistant – Thursday Night, Amy Nahwegahbow, Friday Night, Season Osborne.

Bake Table Coordinator – Thursday Night, Laura McElroy, Friday Night, Debbie Kuchciak.

- ii. Student volunteers are available and will be briefed on their duties Monday at lunch time by Janice.
- d. Cash Floats have been picked up and are available
- e. Cash Counters
 - i. Apparently Canadian coins are not made to be the exact same size (weight, thickness etc) and as a result using an automatic coin counter is not accurate. However, Heather has borrowed one and it will be useful to April to help roll coins for the bank.
- f. Ticket Sales – Craig
 - i. As of November 28, there are 399 / 639 tickets sold for Thursday night, 489 / 639 tickets sold for Friday.
 - ii. Apparently these numbers are typical.
- g. Videography – Kim
 - i. Our videographer will try to come to the technical rehearsal either Monday or Tuesday.
- h. Raffle Tickets
 - i. More tickets are needed for Thursday and Friday.
 - ii. Double sided tickets are required, as this saves time when names do not have to be recorded.
 - iii. Tickets priced at \$2 for 1, \$5 for 3 and \$10 for arms length.
- i. Lobby Signage
 - i. There was a discussion about the benefits of having permanent signs for the lobby at Music Night.
- j. Amazon Table
- k. Email Communications
 - i. November 28. Diane to send email reminding parents of food/water donations.
 - ii. December 3 or 4. Chantal to send email reminders of duties to volunteers.
 - iii. December 4. Diane will send reminder email for food/water donations.
- l. Coolers and ice for water bottles
 - i. Heather, Kim, Laura Lynne, Chantal and Ruth have volunteered to bring for both nights.

6. Co-Chair Business - Heather

- a. Open positions for 2019/2020
 - i. Fundraising / Sparkle and Glitter
 - 1. These positions are for Roses for Spring Music Night, and putting together baskets for both Fall and Spring Music Nights.
 - ii. Clothing Coordinator
 - 1. Unfortunately one of the clothing volunteers for this year has had to resign her position.
 - 2. Our current coordinator is graduating this year, but is willing to help train new volunteers.
 - 3. We are looking for 2 grade 9 or 10 parents for next year
 - 4. There may be some planning involved in making the job run smoother in the future, Heather to table discussion until the New Year.

7. MPSG Portfolios

- a. Citrus – Colin
 - i. Payments will be accepted December 2 at lunch only.
 - ii. Please put the money in an envelope with the students name.
 - iii. Electronic (or via email) ordering is preferred to paper orders.
 - iv. Colin will email results of this fundraising initiative before Xmas break
- b. Berries – Nina

- i. Prices remain the same as the past 4 years

Prices for Frozen Berries

	Bag Size	Selling Price	Profit
Nova Scotia Blueberries	2 kg	\$20.00	\$5.00
Nova Scotia Cranberries	2 kg	\$16.00	\$4.00
Chilean Raspberries	2.5 kg	\$30.00	\$5.00

- ii. Student accounts will receive 75% of sales
- iii. Hopefully the order and pickup dates will be available in time for Music Night
- iv. Jason will print out the forms for students.
- c. Bottle Drive
 - i. 2 years ago, when there was a Volunteer bottle drive coordinator, \$793 was raised. Last year when we did an 'ad-hoc' drive with individuals returning money directly to Jason, \$372 was raised.
 - ii. A discussion was had about the benefit of continuing with having a Christmas time bottle drive. However, it is passive income with very little effort. After discussion, the decision was made to continue the 'ad-hoc' drive this year – with email announcements and a mention from the podium at Music Nights.
 - iii. As an added incentive for the kids it was suggested that someone (Jason?) keep track of the money coming in, in order to allocate Points to the appropriate discipline / class.
- iv. A volunteer position will be advertised for the 2020 / 2021 school year.
 - d. Fundscrip
 - i. \$6,000 worth of from Fundscrip has been ordered so far this month.
 - e. FlipGive
 - i. FlipGive is a similar fundraiser to Fundscrip, but is based on virtual cards instead of physical cards.
 - ii. Neil Monkman is investigating the benefits of this fundraiser and will give a presentation in the New Year.
 - f. Amazon Affiliate – Ian
 - i. The \$39.17 earned in September has been released into our General Account.
 - ii. Since the launch email November 10, \$150 has been earned on over \$2,000 in sales
 - iii. Hopefully people will remember the link for their Christmas shopping.
 - g. CACDA Update – Gord
 - i. Discussions are continuing with Alan Johnson on how best to disperse money raised.
 - ii. There is no new status on the piano purchase.

Next Meeting – January 9, 2020

Adjournment at 8:56