

Music Parents Support Group Minutes – Meeting April 5, 2018

Present: Elizabeth Bryce, Linda Cudmore, Natalie Dayneka, Sadie Graves, Diana Hampson-Wilson, Joanne Harvey, Annegret Hayward, Karen Lawford, David Leech, Elaine Johnson, Heather and Neil Monkman, Lorraine McCormack, Elizabeth Moreau, Clare Pelley, Leilani Schaefer, Jason Sinkus.

Regrets: Gord Aitken, Craig Cudmore, Marie-Christine Ferraud.

1. **Approval of Minutes from March 1, 2018:**

MOTION: It was moved by Clare, seconded by Linda, that the minutes of the March 1, 2018 meeting be approved as circulated, with corrections. CARRIED

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

- **April 18 coffeehouse – Jazz/Chamber:** Need 2 parent volunteers for cake auction and ticket sales, 6:30-9:00;
- **Strings Concert – “Stranger Strings”: Friday 13th of April at 6:30** (Grade 12 project) \$5.00
- **Silent Auction Gift Baskets:** Have chosen themes for the 3 disciplines, will have 6 baskets total
Beach/Spa; Chocolate; Tea/Coffee
- **Music Clothing** – good response from survey, but orders are slow coming in.

3. **Music Department: (Jason)**

- **Queens’ University workshops:**
April 16 – Intermediate Winds
April 23 – Intermediate strings
- **Kiwanis** – April 4 First place finishes by Orchestra and Strings Ensemble
- **Intermezzo (Grade 11 recital)** – videos, photos to be uploaded to website, food excellent
- **Dance Night** – May 24-25, Senior Jazz to accompany a performance
- **Italy Trip: Parents’ meeting** April 3 was well attended, with 17 student reimbursements requested for approx. \$2700.00, **students meeting April 11**
- **Wish List:** still gathering information, estimates about **bow replacements;**
Oboes: offer of one student oboe to be donated by Heather and Neil, used for emergencies, need for a semi-professional oboe to be assigned to a student (\$4000 approx). More fundraising needs to be done, question raised whether purchase could be paid in installments.
- **Keeping website current** – an excellent source for information
- **Baby Grand** – Heather and Jason will follow up on this.

4. **Treasurers’ Report: (David and Karen)**

- **Financial Statement:**
- **St John’s Ambulance** – Honorarium was not paid after Dec 2017 Music Night, so will appear on 2018 statement
- **Citrus** – discrepancy being reconciled, may have implications for accounting, orders in 2018 campaign – easier if there were digital payment, simpler to track sales and payment?
To be discussed again, possibly at September meeting.

5. **Fundraising Updates:**

- **Fundscrip** – report from Nina is that we are on track, \$4000.00 so far; treasurers now have access to this information and this sharing will continue.
- **Silent Auction** – solicitation is underway, emails sent out, already 12 positive responses;

- looking for contact at NAC (Gord, Heather)
- ready to email to parents; Annegret to make contact with MC, asking parents to contact Annegret if they have donations; if soliciting through contacts, check with Annegret so there is no duplication – a form letter is available;
- Orpheus, Chamberfest were suggested as possible contributors
- Sponsors names could appear on Music Night ticket or program – is this an opportunity for further fundraising? (ie music stores, private music teachers, university programs might advertise).
- **Frozen Berries Final report: (Natalie D)**
Final cheque delivered, to be picked up by Treasurers
- **Cadenza: (Clare, Joanne)**
 - **Memory Books** – work ongoing
 - **Flower Sales** – will begin organizing next week for spring Music Night

6. Music Night Planning May 31 – June 1 (Leilani)

Dates for sign-up and sales:

- **Online sign-up** will be ready in April
- 6 May post order of performances
- May 6-8: MPSG can sign up for volunteer tasks
- May 8-11: MPSG can buy tickets online
- May 9: First email to parents about volunteering (ongoing)
- May 12-16: volunteer parents can buy tickets online
- May 17: Online ticket purchase open to public

Coordinators – confirmed

- **Ticket Sales** – Craig Cudmore, both nights
- **Bake Table** – Lorraine McCormack, both nights
- **Treasurers** – one will be in attendance each night
- **Silent Auction** – Annegret, both nights

Volunteer Positions – to be posted

- **Photographers** – one each night
- **Water Bottles** – 3 each night, to bring coolers and ice as needed
- **DVD Sales** – 2 each night; 1 behind desk taking \$ - 1 in front with paperwork
- **Memory Book** – 2 each night; 1 behind desk taking \$ - 1 in front with paperwork
- **Fundscrip** – not at Spring Music Night
- **Roses** – 2 volunteers each night (Clare will coordinate preparation of flowers)
- **Silent Auction** – Annegret, Gord (TBC) and at least one other each night
- **Cash Counters** – 4 each night, after intermission, should include one treasurer each night
- **Clean up crew** – 3 each night
- **Student Volunteers** (ushers, food trays, etc.) – Janice Mah
- **Floats: same as December** + one for flowers, + one for silent auction (ticket sales?)
- **Seating:**
 - **Front row (pit) for performances**
 - **Front of upper seating:** St Johns' Ambulance (3); accessibility seating, 5-6 for volunteers
 - **Obstructed view behind sound board:** could be held for “emergency” seating
- **DVD production:** videographer is confirmed and within budget.

7. Social Media: (Elizabeth M)

- Little growth in users currently, expect more in fall
- Will post photos from Italy as available
- MPSG should remember to check and “like”, or post articles on Facebook
- Corie and Elizabeth doing a great job keeping up with all the activity!

8. Auditor Sub-Committee: Gord is working on this and will update at next meeting

9. Allocation of Funds Meeting: open discussion about how to allocated fundraising

April 12, 7:00 pm at Linda’s house

7 are already interested

Please RSVP Linda if you are planning to attend, and for address

10. Vacancies for MPSG positions 2018-2019:

- Volunteer coordinator for events (shadow)
- Volunteer/parent communications
- 1 Co-chair
- DVD coordinator
- Berries (shadow)
- Secretary
- Community Representative
- Cadenza Fundraising (1)
- Webmaster (?)
- Treasurer (shadow)

Past-Chair position will be filled by Gord Aitken

11. Parent Councils Finances and the OCDSB – will plan to have a longer discussion at next meeting

Next Meeting: Thursday, May 10, 2018 – *Grazie!*

The meeting adjourned at 9:15 pm.