



# ESSMY

## Music Parents Association Minutes

**Purpose of Meeting:** ESSMY Music Parents Association

**Date:** June 04, 2019 (Tuesday)

**Location:** ESSMY Learning Commons

**Time:** **Start:** 5:36 PM

**End:** 6:26pm

### ATTENDEES

Members	Present	Apologies	Members	Present	Apologies
Robb Heit (Chair)	X		Graham Larson (Treasurer)		X
(Vice Chair) Daniel Chaisson	X		Kelly Warawa (Fundraising)		X
France Perrault (Secretary)		X	Gillian Brinston-Kurschat (Music Director)	X	
Amy Gordon (Events)		X	Cathy Giesbretch (Admin)	X	
Sheila Glebe (Admin)		X	Monique Aultman (Admin)	X	
(Members at Large): Lori Beerwart, Brent Heit					

### AGENDA

Item #	Item	Owner	Item #	Item	Owner
1	Call to order	Chair	4	Old Business	All
2	Reports	All	5	New Business	All
3	Actions	All	6	Next Meeting	Chair

### MEETING MINUTES

### ACTIONS

Item #	Type	Discussion, Review and Action Required	Who	When
1		<b>CALL TO ORDER</b>		
	ACTION	<p>Meeting called to order by Robb at 5:36 pm</p> <p><b>Approval of Agenda / Minutes</b></p> <ul style="list-style-type: none"> <li>Minutes from April 2 were tabled.</li> </ul>	Lori/ Dan	
2		<b>REPORTS</b>		
		<p><u>Chair</u></p> <ul style="list-style-type: none"> <li>Jasper trip was successful, Gillian is going to prepare a cost report to prepare an invoice for the MPA.</li> <li>Will will defer to Gillian's report on the Zoo for June 11th</li> </ul>		
		<p><u>Vice Chair</u></p> <ul style="list-style-type: none"> <li>No report</li> </ul>		
		<p><u>Treasurer</u></p> <ul style="list-style-type: none"> <li>No report -</li> </ul>	Graham	



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		<ul style="list-style-type: none"> <li>• Verification of Group Independence document needs to be completed - Graham may have prepared a template for next year (to be confirmed)</li> <li>• Review of the budget - To be confirmed</li> <li>• Fees, donations, and fundraiser - fees expected to be reconciled for families (reconciliation required) - to be confirmed <ul style="list-style-type: none"> <li>◦ Letter going out in band class for delinquent families</li> <li>◦ Beerwart delinquency to be remedied</li> </ul> </li> <li>• Current status of the financials <ul style="list-style-type: none"> <li>◦ <a href="#">Budget</a> to be reviewed for adjustments.</li> </ul> </li> </ul>	Gillian	
		<u>Events</u> <ul style="list-style-type: none"> <li>• 2019 <a href="#">Soiree Logistics Updated April</a> - keep on minutes</li> </ul>		
	FYI	<u>Fundraising</u> <ul style="list-style-type: none"> <li>• To be confirmed</li> </ul>	Kelly	
		<u>Music Director</u> <ul style="list-style-type: none"> <li>• Next Year's Planned events are tentatively scheduled as follows: <ul style="list-style-type: none"> <li>◦ Jumpstart scheduled for September 26th or October 5th - grade 7s and new grade 8s</li> <li>◦ September 26th at 7pm - AGM Concert</li> <li>◦ December 18th - Christmas Concert</li> <li>◦ April 26th - Soiree de la Musique</li> <li>◦ <i>Professional Development (Bill Damur) May 1</i></li> <li>◦ <i>May 23th to 25th (budgeting roughly \$300/ per student) - Voted to supplement the budget to keep the individual student costs down to \$250/student.</i></li> <li>◦ June 11 - Year-end Concert - Confirmed <ul style="list-style-type: none"> <li>■ Will confirm location on the day of concert by 1 pm, by school admin. back-up in gym.</li> </ul> </li> <li>◦ Need a new trombone, will confirm what remains in Evergreen fund.</li> <li>◦ Proposing to purchase up to a maximum of \$1000, on next year's needs. Approved, no quorum.</li> </ul> </li> </ul>	Cathy	
3		<b>ACTIONS</b>		
	ACTION	<ul style="list-style-type: none"> <li>• Bylaws as they relate to the # of years a person can hold a position, the # of years a person can be on the executive and the # of meetings required in a year was briefly discussed. Brent will review for possible amendments.</li> </ul>	Brent	TBD
4		<b>OLD BUSINESS</b>		



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5		<b>NEW BUSINESS</b>		
		<p>For the next meeting, we are going to have a discussion on how do we support and encourage growth in the band program?</p> <p>There is a discussion about expanding the band program to a music program and include musical theatre. Gillian to develop a proposal to discuss at the first meeting of Fall 2019.</p> <p>Robb cannot be the Chair for next year, still eligible to be on board for 2 years</p> <p>Daniel cannot be vice again next year, still eligible to be on board for 2 years</p> <p>France cannot be Secretary, still eligible to be on board for 2 years</p> <p>Amy cannot be Events, still eligible to be on board for 2 years</p>		
6		<b>MEETING ADJOURNED</b>		
		Meeting adjourned at 6:36pm		

(Type: FYI=Information DIS=Discussion ACT=Action)

### NEXT MEETINGS:

**Scheduled Date:** September 10, 2019

**Location:** ESSMY Learning Commons

**Scheduled Time: Start:** 5:30 PM

**End:** 6:30 PM

The preceding is considered to be a true and accurate documentation of all information discussed during the above meeting. Should there be any discrepancies or omissions, please submit written notification to the undersigned prior to commencement of the next meeting. Should no written notification be received, minutes will be deemed accurate and acceptable by all.

RECORDED BY: Robb Heit