

Mount Lawley SHS Music Support Committee
Minutes of the Meeting Held on 13 February 2014 at 7:00pm
MLSHS Music Department, Woodsome Street, Mt Lawley

1. Attendance

Tony Reed, Michelle deRozario, , Alan Kop, Gillian Werner, Sue Faranda, Luana Kilcullen, Niall Kilcullen, Cindy Campbell, Shirley McMurdo, Maria Nicoli, Anne Magee, Neil Rollond

2. Apologies

Nerissa Berry

3. Minutes of the Previous Meetings

3.1 Minutes of AGM 14 February 2013 accepted

Moved: Neil Rollond Seconded: Sue Faranda **CARRIED**

3.2 Minutes of 21 November 2013 accepted

Moved: Michelle deRozario Seconded: Tony Reed **CARRIED**

4. AGM - Nomination and Election of Office Bearers

4.1 Step down all Current Office Bearers

All positions declared vacant.

4.2 Nomination and Election of Office Bearers

All positions were elected unopposed.

<i>Convenor:</i>	Tony Reed	<i>Nominated:</i>	Sue Faranda	
		<i>Seconded:</i>	Michelle deRozario	Unanimous
<i>Secretary:</i>	Vacant.	<i>No nominations received.</i>		
<i>Treasurer:</i>	Shirley McMurdo	<i>Nominated:</i>	Tony Reed	
		<i>Seconded:</i>	Luana Kilcullen	Unanimous

Committee members (Self Nominated):

Alan Kop	Unanimous
Neil Rollond	Unanimous
Michelle deRozario (School Representative)	Unanimous

The following attendees paid for their P&C Membership at the meeting: Alan, Cindy, Shirley, Maria, Anne, Neil and Gillian.

Tony agreed to attend the P&C Meeting on Monday 24 February as the Music Committee representative.

5. Business Arising from Meeting 24 October 2013

5.1 Admin Support Position

Interviews are being held on 14 February 2014 and it is expected that the person will have started before the next meeting. There were over 40 applicants for the position and 4 were shortlisted.

5.2 Music Soiree

Sue expressed concern that the Soiree had separated from Languages because of the impact on parents – two commitments close together.

Michelle advised that the Music Teachers wanted the Soiree to focus on and showcase music. The primary purpose is to give parents the opportunity to informally meet and speak with MLSHS staff and SIMS teachers.

It was suggested that Year 8 parents should be targeted and it would be good if Band and Orchestra Leaders attend.

😊 Michelle to relay comments to Music staff.

6. Treasurer's Report

The Financial position as at 9 February 2014 was tabled (Attachment A) and changes since the last meeting highlighted.

The action items (as per list on the bottom of the Treasurers Report) were reviewed.

1. Festival photographs. 😊 Sue chasing Chris for other ensemble photos as the school is in the process of doing the framing.
2. Art Auction funds. Sue has just received a cheque for \$11,228 which is Music's half share of the 2013 Art Auction (not shown on current report).
3. 2013 Voluntary Parent Contributions. Sue has just received a cheque for \$5,712 which is the School Contributions and Charges Voluntary Approved Requests from 2013 (not shown on current report).
4. Term Deposit due 3 March 2014.
The Committee reviewed the financial position and its expected commitments for the next four months. It was agreed that \$50,000 term deposit along with the \$11,228 Art Auction funds be put into a term deposit for 3 or 4 months depending upon the best available rate.

Motion 1: To deposit \$61,228 for a term of up to four months, dependent upon the most favourable rate available at the time.

Moved: Neil Rollond

Seconded: Alan Kop

CARRIED

Additional points of note:

- It was agreed that **Motion 10** – Purchase of Apple Logic Program and Licences would be **CANCELLED** as the Music Department wanted to hold off on the purchase of software due to new computer equipment expected as part of the building program.

The Treasurers report was accepted.

Moved: Tony Reed

Seconded: Michelle deRozario

CARRIED

6.1 Expenditure Planning

The Committee discussed how it could best utilise available funds to support music students performance activities. The following suggestions were put forward:

- Requirements related to the building refurbishment eg a piano
- Master Classes/Specialists to work with students
- Accompanists for Year 11 and 12 students
- Opportunities to attend professional performances and rehearsals

😊 **Michelle to inform Music Staff that the Parent Committee want advice as to how they can best utilise available funds to support student performance related activities.**

7. Music Department Report

Michelle advised that there would be no computer lab for the next 12 months. Chris is currently organising 20 laptops for media work.

SIM staff numbers have been cut by five. This has had a significant impact on new music students (continuing students are not affected). It is expected that 20 Year 8 students will be without an instrument this year. Staff are encouraging students to have outside classes and to participate in ensembles.

8. General Business

8.1 Music Soiree

Date: Wednesday, 5 March 2013.

Time: 6:30pm to 9:00pm.

Location: Tricycle Theatre, MLSHS.

Entertainment: MLSHS Music students

Welcome address: Chris Manning

MLSHS Music Staff, SIMS teachers and Band and Orchestra Leaders to be available to talk to parents.

- ☺ Venue - Sue to confirm booking of Tricycle Theatre.
- ☺ Liquor Licence - Sue to obtain liquor licence, ensure liquor signs are in place and that someone with a Responsible Service licence is in attendance.
- ☺ Produce and Distribute Flyer – Cindy to make, Sue to print. Music staff to distribute.
- ☺ Alcohol – Maria to organise. Sue has previous order and we will use deVine Cellars again.
- ☺ Soft Drink and Ice and Water – Maria to organise.
- ☺ Glasses – Tony (Vanessa) to organise.
- ☺ Eskies – Maria and Anne to provide
- ☺ Supper Box & Milk for free tea and coffee - Neil to organise.
- ☺ Float – Shirley to organise \$100 float.
- ☺ Bar Staff – Tony and Chris Nicoli
- ☺ Performers and Equipment - Chris Manning to organise. Tony to assist with equipment setup and to manage during the night.
- ☺ Michelle to invite music teachers and SIM music teachers.
- ☺ Food – Parents will be asked to provide a plate on the flyer. All Committee members to bring a plate.
- ☺ Setup – Sue and Anne (5 o'clock)

It was agreed to wine would be sold for \$4/glass.

8.2 Art Auction

This year's Art Auction will be held on June 14. The Art Auction was initiated by the Music Support Group and they later joined with SVAPA to run the event. This is a significant source of funds and Sue wants to encourage music parents to strongly support the event as SVAPA involvement is now dominating.

8.3 Music Tour/Music Camp

An interstate tour is being planned for next year.

The Music Camp is scheduled for June 17-20 at Advent Park in High Wycombe. It is not currently known which music students will attend.

9. Next Meeting

Next meeting - Thursday 13 March 2014 at 7:00pm in the MLSHS Music Department.

Please remember to enter through the large rear gate on Learoyd Street. The gates from the Woodsome Street entries will be locked.

Map can be found at http://www.mlshspc.org.au/index.html#school_map

Meeting Closed 21:00.

**Mount Lawley Senior High School
Music Support Group**

Meeting 13 February 2014

Opening Bank Balance as at 4 November 2013			<u>\$ 8,680.62</u>
<i>Plus Deposits:</i>			
	Motion No.		
Credit interest - December		0.05	
Credit interest - January		0.05	
Credit interest - February		0.05	
<u>Total Income</u>			<u>\$ 0.15</u>
<i>Less:</i>			
	Chq No.		
Mic, cables, drum washes and felts	125	125.39	
Music Assist Salary - 18/7/2013 to 24/10/2013	126	3,314.22	
<u>Total Paid Expenses</u>			<u>3,439.61</u>
Balance as per bank statement 4 November 2013 1 February 2014			<u>\$ 5,241.16</u>
<i>Less: committed funds</i>			
	Motion No.		
Apple logic program and licences	10	500.00	
Festival photographs	20	134.05	
Admin Support T1 to end of T2 2014	21	3685.78	
The 'Enjoyment of Music' textbooks	30	1000.00	
Semester 2 concert gifts	32 & 33	264.95	Chq No 127 outstanding
<u>Total committed expenses</u>			<u>5,584.78</u>
Available funds			<u>\$ (343.62)</u>
Term Deposit due - 3 March 2014	29	50,000.00	50,000.00
Total funds			<u>\$49,656.38</u>

Treasurer: Sue Faranda

Action required:

1. Festival Photographs - \$115.95 invoiced (2 x Band and 2 x Orchestra) - what about other ensembles?
2. 2013 half share of Art Auction funds outstanding - approx \$11,500. Follow-up email sent 9/2/2014.
3. 2013 Voluntary Approved Request - Music Support Group donations outstanding - approx \$5000.
Follow-up email sent 9/2/2014.
4. Term Deposit renewal instructions - matures 3 March 2014.

CommonwealthBank**MUSIC**

06 6118 1021 8602

Balance
+ \$5,241.16Available
+ \$5,241.16

Date	Transaction details	Amount	Total
01 Feb 2014	Credit Interest	+ \$0.05	+ \$5,241.16
01 Jan 2014	Credit Interest	+ \$0.05	+ \$5,241.11
01 Dec 2013	Credit Interest	+ \$0.05	+ \$5,241.06
28 Nov 2013	Chq 000126 presented Mount Lawley	- \$3,314.22	+ \$5,241.01
28 Nov 2013	Chq 000125 presented Mount Lawley	- \$125.39	+ \$8,555.23
04 Nov 2013	Chq 000124 presented	- \$100.00	+ \$8,680.62
04 Nov 2013	Transfer Out Branch Mount Lawley	- \$10,000.00	+ \$8,780.62
03 Nov 2013	Credit Interest Redirection REDIRECTED FROM 066-118 50100609	+ \$498.26	+ \$18,780.62
01 Nov 2013	Credit Interest	+ \$0.61	+ \$18,282.36
31 Oct 2013	Chq 000122 presented Mount Lawley	- \$472.73	+ \$18,281.75
31 Oct 2013	Chq 000121 presented Mount Lawley	- \$454.55	+ \$18,754.48
31 Oct 2013	Chq 000123 presented Mount Lawley	- \$245.46	+ \$19,209.03
31 Oct 2013	Cash Dep Branch Mount Lawley	+ \$41.85	+ \$19,454.49
10 Oct 2013	Chq 000112 presented M&F Perth	- \$212.00	+ \$19,412.64
10 Oct 2013	Chq 000115 presented M&F Perth	- \$38.00	+ \$19,624.64
01 Oct 2013	Credit Interest	+ \$0.55	+ \$19,662.64
27 Sep 2013	Chq 000119 presented Mount Lawley	- \$97.20	+ \$19,662.09
25 Sep 2013	Cash Dep Branch Mount Lawley	+ \$165.00	+ \$19,759.29
12 Sep 2013	Chq 000116 presented 06 6700		