

MOUNT LAWLEY SENIOR HIGH SCHOOL

Music Support Group

Date: 7pm, 26 July 2018

Venue: Penny Scott Music Room

Attendees: Andrew Lippiatt, Michelle DeRozario, Amanda Humphreys, Bernadette Bradley, Cheree Skewes, Michael Forster, Jason Van Straalen

Apologies: Fiona Hornung, Nirit Marom, Stephen Molloy

1 Welcome				
Andrew Lippiatt opened the meeting and noted the apologies.				
2 Previous Minutes				
The Minutes of the meeting held on the 14 th June 2018 were accepted. Moved: Amanda Humphreys Seconded: Cheree Skewes				
3 Actions Arising (from previous minutes)				
Ref	ITEM	DISCUSSION	ACTION / DECISION	By Whom & When
3.1	Discuss replacing the lighting in the Tricycle Theatre with Moya	Michelle and Moya have agreed that they want lights on stands. Amanda to ask her lighting contact for advice about good options.	Ongoing	Amanda to ask her lighting contact about standing lights.
3.2	Draft text calling for helpers to organise the music library	Deferred.	Ongoing	Michelle
4 Music Department Report				
4.1	Music Concert Update – Main concert 19 June and Contemporary/Jazz Concert 2nd August.	<p>The main Music Concert on the 19th June went well. Now looking forward to the Contemporary/Jazz Concert on the 2nd August.</p> <p>Two helpers for the door were requested and Andrew and Michael volunteered. Other helpers are welcome for pack-up at the end.</p> <p>Payment for the sound technician for the 2nd August has already been approved as M151.</p> <p>In preparation for the next concert on the 4th September, the</p>		Bernadette to add an item to the next Agenda about logistics of the Geoff Gibbs lobby.

		<p>following were approved:</p> <p>Motion 163 to allocate funding of up to \$400 for the sound technician.</p> <p>Moved: Cheree Skewes Seconded: Michael Forster</p> <p>Motion 164 to allocate funding of up to \$2,500 for the hire of the Geoff Gibbs Theatre.</p> <p>Moved: Michael Forster Seconded: Andrew Lippiatt</p> <p>The idea that parents only have to buy tickets for one concert and can see the other concert for free worked very well. Not a lot of parents took up the offer, but it was appreciated by those who did. We will repeat the offer for future concerts.</p> <p>Action for next meeting, to discuss the logistics of moving the concert audience through the Geoff Gibbs Theatre foyer.</p>										
4.2	M134 – spending up to \$5,000 on music for the music library	Spending is ongoing.	Continue to buy music.	Michelle - ongoing								
4.3	New Item	<p>Motion 165 to allocate funding of \$800 for a subwoofer.</p> <p>Moved: Amanda Humphreys Seconded: Michelle DeRozario</p>	Create invoice.	Jason								
5. Treasurer’s Report												
5.1	Treasurer’s Report	<p>The Treasurer’s Report was tabled and is attached below.</p> <table> <tr> <td>Cashbook balance</td> <td>\$57,698.04</td> </tr> <tr> <td>add Term deposit</td> <td>\$30,667.17</td> </tr> <tr> <td>less Committed funds</td> <td>\$39,128.13</td> </tr> <tr> <td>Available funds</td> <td>\$49,237.07</td> </tr> </table> <ul style="list-style-type: none"> • Available funds still very healthy. • Deposits received for Art Auction (\$14,000) and Music Concert ticket sales (\$6,256.75). • Five invoices were paid (\$8,636.89). 	Cashbook balance	\$57,698.04	add Term deposit	\$30,667.17	less Committed funds	\$39,128.13	Available funds	\$49,237.07		
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		<p>Committed funds:</p> <table> <tbody> <tr> <td>Canvas prints</td> <td>128</td> <td>\$500.00</td> </tr> <tr> <td>Sound tech</td> <td>130</td> <td>\$300.00</td> </tr> <tr> <td>Admin Assist Terms 1&2 2018</td> <td>133</td> <td>\$5,250.00</td> </tr> <tr> <td>Music for Music Library</td> <td>134</td> <td>\$2865.40</td> </tr> <tr> <td>Additional canvas print</td> <td>136</td> <td>\$500.00</td> </tr> <tr> <td>Conductors podium</td> <td>141</td> <td>\$1,182.73</td> </tr> <tr> <td>Sound engineer Arts Day</td> <td>145</td> <td>\$300.00</td> </tr> <tr> <td>Hire Geoff Gibbs Theatre</td> <td>150</td> <td>\$2,500.00</td> </tr> <tr> <td>Sound tech concerts</td> <td>151</td> <td>\$800.00</td> </tr> <tr> <td>Music student scholarships</td> <td>152</td> <td>\$4,400.00</td> </tr> <tr> <td>String case rack</td> <td>153</td> <td>\$1,000.00</td> </tr> <tr> <td>Amp</td> <td>154</td> <td>\$600.00</td> </tr> <tr> <td>PA speakers</td> <td>155</td> <td>\$2,000.00</td> </tr> <tr> <td>Admin Assist 2018/19</td> <td>157</td> <td>\$15,750.00</td> </tr> <tr> <td>Accompanist</td> <td>160</td> <td>\$240.00</td> </tr> <tr> <td>Music arrangements</td> <td>161</td> <td>\$240.00</td> </tr> <tr> <td>Smoke machine, lights, laser lights</td> <td>162</td> <td>\$700.00</td> </tr> <tr> <td>TOTAL</td> <td></td> <td>\$39,128.13</td> </tr> </tbody> </table> <p>Michael has started using Xero to process payments. There are concerns with how to trace motions and prepare reports. For the time being he will continue to use the spreadsheet.</p> <p>Michael has asked for the Term Deposit to be drawn down by \$15,000.</p>	Canvas prints	128	\$500.00	Sound tech	130	\$300.00	Admin Assist Terms 1&2 2018	133	\$5,250.00	Music for Music Library	134	\$2865.40	Additional canvas print	136	\$500.00	Conductors podium	141	\$1,182.73	Sound engineer Arts Day	145	\$300.00	Hire Geoff Gibbs Theatre	150	\$2,500.00	Sound tech concerts	151	\$800.00	Music student scholarships	152	\$4,400.00	String case rack	153	\$1,000.00	Amp	154	\$600.00	PA speakers	155	\$2,000.00	Admin Assist 2018/19	157	\$15,750.00	Accompanist	160	\$240.00	Music arrangements	161	\$240.00	Smoke machine, lights, laser lights	162	\$700.00	TOTAL		\$39,128.13		
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6. Standing Item: Strategic Issues for the Music Program																																																										
6.1	Motion 149 (refer to Motion 138)	Michelle to continue to purchase scores.	Michelle to continue to purchase scores.	Michelle - ongoing																																																						
6.2	Motion 153	Andrew has purchased a cello/bass-string case rack, it has been built and delivered, it is in use and is successful.	Closed																																																							

	(refer to Motion 138)	Andrew to invoice for \$800.		
6.3	Compactus quote	Cheree to get a quote for a compactus. David to assess the suitability of the excess free compactuses at his work.	Cheree to get a quote for a compactus. David to assess the suitability of the excess free compactuses at his work.	Cheree and David
6.4	Cello/base case racks	Motion 166 to allocate funding of up to 2,000 to purchase 2 cello/base case racks that each hold 3 cases. Moved: Andrew Lippiatt Seconded: Amanda Humphreys	Andrew order new cases.	Andrew – by next meeting
7. Standing Item: Fundraising Events and Activities				
7.1	Lawley Art Auction Committee Update	The Art Auction was a raging success. The music was great, the Irving Gallery worked well, the Silent Auction was great, the bar was great, and the music students were outstanding. The increased involvement from the music committee was appreciated.		
8 New Business				
8.1	Photography	Photography editing is ongoing. Will take a photo with the canvases, thanking OfficeWorks.	Photography – ongoing.	Amanda
NEXT MEETING				
	Date: 23 rd August 2018	Venue: Penny Scott Music Room	Please note: Please enter school through rear gate off Learoyd St.	