

MOUNT LAWLEY SENIOR HIGH SCHOOL

Music Support Group

Date: 6:00pm, 9 February 2023
Venue: Music Room 3, MLSHS / Teams Meeting
In Person Attendees: Michelle DeRozario, Kieran Looby* (Chair), Helen Pelusey* (Secretary), Rebecca Thomson*, Bernadette Bradley*, Melinda Boss*, Preety Ramdayal*, Sandra Gyles*, Grant Ferstat*, Phakamas Anuwong, Nick Manum, Ahlem Khadhadvi, Jaya Chekoor, Lu Cong, Domenic Casoti, Trace Luk*, Yoong Koh, Rebekah Ledingham*, Diana Lee, John Poroch, Rasika Kariyawasam (Andrew Lippiatt* and Shelley Tudor* arrived at the end of the meeting).
Virtual Attendees: Vinod Ram Das, Karen Tilsed, Julia Gray, Vincent Tachoures, Pierre Legeron, Fenny
Apologies: Catherine Tabi, Dijon Summers, Amanda Humphreys, Tim Jewell

** Denotes signed up as voting member for 2023*

1. Welcome and Apologies

Kieran Looby opened the meeting, noted the apologies and welcomed returning members. He also welcomed new parents and explained the function of the Committee and invited them to sign up as voting members of the Committee if they could commit to attending the meetings over the year so a quorum can be achieved at every meeting.

A quorum was met. One conflict of interest was noted: Bernadette Bradley's son is in Year 12 so she will not vote on motions related to ATAR support.

2 Previous Minutes

- Accept the Minutes of the 17.11.2022 meeting as a true and accurate record.

Moved: Bernadette Bradley Seconded: Grant Ferstat Resolution: passed

3 Actions arising from previous minutes

- Update on the Jennifer Barrie Memorial Plaque – New members were updated on the background of the plaque. Tim Jewell, committee member, is making the plaque for the school as a donation. He sent through a message to advise the metal plaque is complete and he will now mount this on wood. The long-term plan is to mount the plaque on a bench in the school.
- Update on closure of motions – Michelle and Kieran have been going through open motions and closing out those for which an invoice has been received and paid. So far \$5000 of committed funds have been released through this process. They will meet again to complete this task.
- Update on finding cheaper mutes for trombones and trumpets - The school would like to buy a class set of mutes. Tim Jewell noted at a previous meeting that Bunnings sells these online at a far cheaper cost than the quote provided to the school. It was felt the quality should be sufficient for the purpose, but Tim is going to test them. He sent a message to advise he is ordering 4 trumpet and 4 trombone mutes to test.

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4 Music Department Report

- A busy start to the term with the first day back also being the first IMMS teaching day, which is unusual, and Year 7s settling in to high school.
- Beginners concert band starts next week.
- Arts Day takes place on 31 March. This is a big event for the school and the Committee has already allocated funds for Junkadelic who run the day. A further motion is required for Troy the sound engineer.

Motion 288: Allocate up to \$500 for Troy the sound engineer for Arts Day.

Moved: Michelle De Rozario Seconded: Kieran Looby Resolution: passed

- The End of Year Sundowner held at the end of last term was a big event featuring most of the ensembles and bands. It was well attended and a successful night. Kieran noted the link to a ['Lessons Learned' document](#) has been circulated to last year's Committee members to contribute any feedback on the running of the catering stall.

5 Treasurer's Report

- Kieran tabled the Treasurer's Report of the MSC accounts to 5 February 2023 (See Attachment 1).
- There have been some issues having payments approved in Xero by the P&C. If they expire, they have to be reloaded by Kieran, so sometimes total funds available look greater than they are as payments haven't been processed. Current closing balance is around \$80,000 but there is around \$5,000 waiting for approvals.
- Total committed funds are about \$41,000. This may reduce further if other old motions are closed, and funds released. This leaves about \$31,000 available funds
- Kieran also noted a correction to a comment he made at the November meeting about the second installment of funds from parent contributions. He had noted this to be \$5,000 but had misunderstood the process and it was rather about \$800.
- Kieran explained for new parents that there are 3 main sources of funding for the Committee: the Lawley Art Auction (generates around \$30,000, which is split between the Music and SVAPA Committees), music parent contributions, and about \$3000 from the hotdog stall at the End of Year Sundowner. He also gave examples of purchases made for the music students, which were approved by the Committee last year.
- Michelle confirmed the Committee will pay its share of the Music/ SVAPA Administration Assistant this year, which accounts for about \$20,000.

Motion 289: Allocate up to \$20,000 for the Administration Assistant for Semesters 1 and 2 in 2023.

Moved: Michelle De Rozario Seconded: Bernadette Bradley Resolution: passed

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6 Fundraising Events and Activities

Lawley Art Auction Representative Report

- Bernadette Bradley described the Lawley Art Auction for new members and noted the first LAA Committee meeting took place earlier in the week and roles will be allocated at the next meeting in a fortnight.
- The event will take place on the evening of Saturday 17 June 2023 and involves a live auction with an auctioneer, a silent auction, food and drink service and music performed by the music students.
- It requires a lot of volunteers during the planning stage leading up to the event and on the weekend of the event. Committee members are encouraged to get involved.

7 Other Business

Annual General Meeting – Election of 2023 Office Bearers

- The 2022 Office Bearers resigned.
- No new nominations were received.
- The Committee voted to re-elect Kieran Looby as Convenor.
- The Committee voted to re-elect Kieran Looby as Treasurer.
- The Committee voted to re-elect Helen Pelusey as Secretary.

Meeting closed 6:58pm

NEXT MEETING

Date: 9th March
Week 6 Term 2 2022

Time: 6pm

Venue: Music Room 3 or by Teams

Please enter school through rear gate off
Learoyd St

**MLSHS P & C ASSOCIATION
MUSIC SUB-COMMITTEE - CASH BOOK, AVAILABLE FUNDS
05.02.2023**

BANK RECONCILIATION

Opening balance	12.11.2022		<u>\$ 76,345.75</u>
Add: Deposits			
Credit Interest (Dec)		\$ 0.63	
Credit Interest (Jan)		\$ 0.66	
Credit Interest (Feb)		\$ 0.67	
SVAPA Square (Sundowner CC Pmts)		\$ 1,541.75	
Cash Receipts (Sundowner)		\$ 1,412.60	
Cash Receipts (Sundowner)		\$ 5.00	
Parent Contributions - Semester 2		\$ 800.00	
Total Deposits			<u>\$ 3,761.31</u>
Less: Payments Made			
OOP Expenses Reimbursed - Andrew Lippiatt		\$ 480.00	
OOP Expenses Reimbursed - Helen Pelusey		\$ 54.50	
OOP Expenses Reimbursed - Helen Pelusey		\$ 418.45	
OOP Expenses Reimbursed - Bernadette Bradley		\$ 375.24	
Total Payments			<u>\$ 1,328.19</u>

Cash book Closing balance as at 05.02.2023 \$ 78,778.87

Bank balance as at 05.02.2023 \$ 78,778.87

Deduct: Payments in Progress	MLSHSInv40315	Motion#256	Sheet Music	\$ 11.25
	MLSHS Inv40316	Motion#265	Trolley	\$ 408.18
		Motion#268	Hand trolley	\$ 69.98
		Motion#269	Peg Board & Pegs	\$ 181.45
		Motion#271	Trolley	\$ 90.00
	MLSHS Inv40306	Motion#260	Movie & Quiz night	\$ 126.43
		Motion#262	Transport piano	\$ 250.00
	MLSHS Inv40308	Motion#275	Music Technician - Concert Series	\$ 300.00
	MLSHS Inv40311	Motion#266	Drumkit and hardware	\$ 1,761.82
	MLSHS Inv40310	Motion#261	Guitar Cables	\$ 181.82
	MLSHS Inv40309	Motion#213	Grand Piano Tuning	\$ 330.00
	MLSHS Inv40314	Motion#259	Music Camp Workshop	\$ 500.00
	MLSHS Inv40313	Motion#270	Sony SRS Speaker	\$ 427.27
	MLSHS Inv40319	Motion#273	Photography	\$ 113.64
	MLSHS Inv40320	Motion#273	Photography	\$ 409.00
	MLSHS Inv40312	Motion#268	Piano Service	\$ 550.00
				<u>5,710.84</u>

AVAILABLE FUNDS

Cash book Closing balance as at 05.02.2023 \$ 73,068.03

Less: Committed funds	Remaining Piano Tuning	Motion #	213	\$ 620.00	Remaining
	Administration Assistant for Semester 1-2021		217	\$ 9,250.00	
	Rollover Estimate ATAR spending for 2021		225	\$ 1,667.00	Remaining
	Sound Tec 1st semester concert		229	\$ 500.00	
	Richard Gill Stage manager		230	\$ 1,000.00	
	Administration Assistant for Semester 2-2021		233	\$ 9,250.00	
	Music for Music Library from M134 to		239	\$ 1,057.94	Remaining
	Richard Gill Stage manager 2nd concert		241	\$ _____	
	Sundowner 2021 Sound Tec		244	\$ _____	
	Updating school song		247	\$ _____	
	Production & installation JBM plaque		251	\$ 1,150.00	
	Jankadelic for Art day		252	\$ _____	
	Sound Tech - Art day		253	\$ _____	
	Piano accompanist for Clarinet Masterclass		254	\$ _____	Remaining
	Orchestras & Band Music Sheets		255	\$ _____	Remaining

Music Sheets Bands & Orchestra	256	\$ 972.25	Remaining
ATAR student accompaniment	258	\$ 1,500.00	
Music camp prizes, artist workshops	259	\$ —	Remaining
Movie & Quiz night (Music Camp students)	260	\$ —	Remaining
4 Guitar Leads	261	\$ —	Remaining
Piano (donated) Transport	262	\$ —	Remaining
Piano Service & Tuning	263	\$ —	
Ellington Jazz Club Workshops	264	\$ 400.00	
Trolley	265	\$ —	Remaining
Drumkit and associated hardware	266	\$ 238.18	Remaining
Folding Cart	267	\$ 150.00	
Folding hand trolley (100kg capacity)	268	\$ —	Remaining
2 No Peg boards, pegs and ancillaries	269	\$ —	Remaining
Sony SRS Speaker	270	\$ —	Remaining
Trolley	271	\$ —	Remaining
Pilot bag (music files)	272	\$ 300.00	
Festival photos	273	\$ —	Remaining
USB Connectors 30No	274	\$ 150.00	
Music Technician (Troy) - Concerts	275	\$ —	Remaining
Percussion equipment (incl tubular bells)	276	\$ 10,000.00	
5 Sets (6 No/set) Music Stand Pegs	277	\$ —	
Brass Instrument Mutes (3No. Sets of 4)	278	\$ 1,300.00	
Junkadelic - Arts Day 2023	279	\$ 850.00	
Ice cream bomb ingredients (Sundowner 2022)	280	\$ —	
Catering for Sundowner 2022	281	\$ —	
Outdoor lighting - Sundowner Concert 2022	282	\$ 700.00	
Sound Engineer - Sundowner Concert 2022	283	\$ 500.00	
Travel case for (new) drumset equipment	284	\$ 300.00	
Reverse Motions #217 and #233	286	\$ (18,500.00)	
Admin Assistant for Semesters 1 & 2 2022	287	\$ 18,500.00	

Total Committed funds	05.02.2023	<u>41,855.37</u>
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Available Funds	05.02.2023	31,212.66
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