

MOUNT LAWLEY SENIOR HIGH SCHOOL

Music Support Group

Date: 6:00pm, 4 May 2023

Venue: Music Room 3, MLSHS / Teams Meeting

In Person Attendees: Dijon Summers (Teacher Representative), Kieran Looby (Chair and Treasurer), Helen Pelusey (Secretary), Rebecca Thomson, Bernadette Bradley, Melinda Boss, Sandra Gyles, Grant Ferstat, Rebekah Ledingham, Tim Jewell, Andrew Lippiatt, Shelley Tudor

Virtual Attendees: Amanda Humphreys,

Apologies: Daniela Andrei

1. Welcome and Apologies

Kieran Looby opened the meeting, noted the apologies and welcomed members. A quorum was met.

The following conflicts of interest were recorded:

- Bernadette Bradley has a child in the Year 12 ATAR music program, so won't vote on motions for ATAR support.
- Amanda Humphreys has provided the photography services for the Music Program so won't discuss or vote on funding for photography.
- Tim Jewell researched and purchased the brass mutes so won't discuss or vote on motions related to these.

2 Previous Minutes

- Accept the Minutes of the 23 March 2023 meeting as a true and accurate record.

Moved: Melinda Boss Seconded: Bernadette Bradley Resolution: passed

3 Actions arising from previous minutes

- Update on the Jennifer Barrie Memorial Plaque – Tim Jewell is still working on mounting the metal plaque to a piece of wood.
- Update on closure of motions – See Treasurer's Report
- Update on finding cheaper mutes for trombones and trumpets - Tim Jewell has purchased all the mutes (except for cup mutes as these were not available at a good price) and has engraved them with 'Property of MLSHS'. He will send an invoice through to the Committee.

4 Music Department Report

- Michelle De Rozario is on a secondment as Education Manager at WASO and will return in October 2023. Dijon Summers is acting Teacher in Charge of Music. A new music teacher, Jocelyn Scaturro, who is a choral specialist, has joined the department.

- Performances coming up in Term 2 include: the POW service at Kings Park, involving Concert Band 1 and the choir (which is at its biggest yet), the choir will also perform at the Indigenous War Veterans service at Kings Park and music students will perform at the Lawley Art Auction on 17 June.
- The Music Camp will be held at Woodman Point from 18-20 June and involve Senior Concert Band 1, Big Band 1, Senior Strings, Senior Classical Guitar, and Senior Contemporary Band. The cost is expected to be the same as in previous years - \$198/ student.
- Year 11 and 12s start exams in two weeks. The Year 11 ATAR cohort are proving to be a very talented and are adjusting well to the course.
- Arts Day in March went well. It was noted each year the date conflicts with Junkadelic's performance so better planning is required to ensure they are front and centre for their segment. Amanda Humphreys advised she has sent the link for Arts Day photos to be circulated to parents.

5 Treasurer's Report

- Kieran tabled the Treasurer's Report of the MSC accounts to 4 May 2023 (See Attachment 1).
- Total committed funds are about \$43,000. This leaves about \$19,000 available funds.
- Andrew Lippiatt has reviewed the minutes of past meetings to check for old motions that were closed by the committee, but are still showing as open on the motions register:
 - Two (#212 & #224) had been closed but the spreadsheet not updated. Kieran has amended this.
 - Invoices for the following motions appear to have been paid and they are old, so the Committee voted to close them.
 - 213 Remaining Piano tuning
 - 225 Rollover Estimate ATAR spending for 2021
 - 235 Videographer for Contemporary Concert 2021
 - 238 Piano accompanist 2021
- Moved: Kieran Looby Seconded: Sandra Gyles Resolution: passed
- The committee also agreed to close Motions 229, 237 and 230 relating to 2021 concerts scheduled during a lockdown as the Music Department paid those bills.
- Dijon has gone through the list of old open motions with Julie and Colleen in the school office. Only 2 payments are now outstanding according to them – Motion 288 for Troy the Sound engineer for \$300 – this doesn't seem to have been invoiced so Kieran will check and Motion 276 for percussion equipment (including Tubular Bells) has \$1279.96 remaining, but all invoices have been paid, so this can be closed out.
- Dijon will check on Motion 287 for the Admin Assistant for semesters 1 and 2 2022 as Julie in the admin office thought the school may have absorbed this cost. It was confirmed that for 2023, \$20,000 raised under motion 289 will be sufficient to cover the cost.
- There is \$840 remaining under Motion 258 ATAR Accompanist. Only 3 students are likely to need an external accompanist, so these remaining funds should be sufficient to cover this year. It was agreed to leave this motion open.

- There is an issue with payments being processed as the P&C do not currently have the required two signatories. Payment requests are expiring before they are approved and Kieran has to enter the request again. This is now happening with every invoice, and some have been entered for payment 3 times. Andrew Lippiatt is about to be added as a signatory which may help. It was also suggested Kieran holds off submitting payments until the P&C have two signatories confirmed or he sets the expiry date as a year.

The school are generally slow to invoice the MSC and don't seem concerned the Committee is slow to pay, so as long as the vendor is paid promptly, it is less important other than to ensure the committee's bank balance reflects the true situation more accurately.

- A concern was raised that the letter the school sends out to Lawley Art Auction sponsors states the event raises funds to 'purchase music equipment etc' so doesn't mention the admin assistant which is paid for from those funds. Another member felt the wording has been broadened to say 'fund resources that support the Music Program and SVAPA' so not just equipment
- Kieran to submit request to MLSHS for payment of parent contributions 2023.

6 Fundraising Events and Activities

Lawley Art Auction Representative Report

- The auction will take place on Saturday 17 June 2023.
- About 130 pieces of art were submitted, which is more than last year and the standard is high. There have also been some cash donations
- Key committee positions have been filled this year but next year many members who have worked on the auction for many years won't be continuing. There are at least 5 positions that don't have someone shadowing this year and at least 5 people are leaving next year. It is an elaborate and intense job to run the auction, so the Committee needs to have members who know how it works.
- It was acknowledged that Music Support Committee members are already volunteering their time, but if any members or people they know might be interested in getting involved with the LAA now would be the time so as to learn the ropes.
- Possible reasons for the lack of interest in getting involved were discussed:
 - It is an intense schedule of meetings - fortnightly in Term 1 and weekly in Term 2. Perhaps it is important to let people know they don't need to come to every meeting. The model now has people working in teams so the load of attending meetings, looking after emails and calls etc can be shared.
 - parent volunteerism is declining at all schools, probably because everyone is working.
- It was suggested that as parents fill in a form to say where they might help when their kids enrol in the programs, there should be more direct follow up with the parents to encourage them to then take up those roles eg if they tick bar work, approach them to do this role. It was noted, finding volunteers for the night of the auction is not as big an issue, it is during the planning and organisation stages that people are required.

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7 Motions for Funding

- In previous years, Amanda Humphreys has provided photography services at music events across the year at a discounted rate. The retainer in recent years has been \$1500 for the year, which is discounted from her usual rate of \$2800.
- Amanda Humphreys left the meeting while the committee discussed funding for 2023 photography, and it was agreed an increase was warranted due to the amount of work involved.

Motion 293: Allocate up to \$2000 for photography services for 2023

Moved: Bernadette Bradley Seconded: Rebecca Thomson Resolution: passed

- The Music Department would also like to commission some black and white canvases for display around the school, perhaps of the current year 11 and 12 students. Dijon will get costings for the printing of the canvases and raise a motion at a later meeting.

Motion 294: Allocate up to \$1000 for 2023 piano tuning

Moved: Rebekah Ledingham Seconded: Bernadette Bradley Resolution: passed

8 Other Business

- There was no other business

Meeting closed 7:10pm

NEXT MEETING

Date: 1 June 2023
Week 6 Term 2 2023

Time: 6pm

Venue: Music Room 3 or by Teams

Please enter school through rear gate off
Learoyd St