

MOUNT LAWLEY SENIOR HIGH SCHOOL

Music Support Group

Date: 6:00pm, 27 July 2023
Venue: Music Room 3, MLSHS / Teams Meeting
In Person Attendees: Kieran Looby (Chair/ Treasurer), Helen Pelusey (Secretary), Dijon Summers (Teacher Representative), Bernadette Bradley, Rebecca Thomson, Shelley Tudor, Pat Boss (proxy for Melinda Boss), Rebekah Ledingham, Catherine Tabi
Virtual Attendees: None
Apologies: Grant Ferstat, Preety Ramdayal, Tien Bee Luk (Trace),

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.

2 Previous Minutes

- Accept the Minutes of the 1 June 2023 meeting as a true and accurate record.

Moved: Bernadette Bradley Seconded: Kieran Looby Resolution: passed

3 Actions arising from previous minutes

- Update on the Jennifer Barrie Memorial Plaque – In progress.
- Update on closure of motions – all issues now resolved and old motions closed.
- Update on quotes for black and white canvases – In progress. (see Music Department Report)
- Update on discussion around funding of Administration Assistant: Dijon has been advised that there are no outstanding contributions required from the Music Support Committee for the Administration Assistant at present. The allocation for 2023 will be kept as committed funds and it was agreed that an allocation for 2024 funding also be made this year.

4 Music Department Report

- The Music Camp held at the end of Term 2 was very successful and the venue works well. It was proposed that the maximum charges set for camp be increased next year. Currently the most that can be charged is \$250 and this year it came in at \$198. It is suggested the maximum charges be increased to \$300 and the camp could be extended to 3 days to allow time to space out the rehearsals and include more team-

building activities like the flying fox. There was discussion around whether this would preclude some students from taking part. It was noted there are payment plan options and a hardship fund, which may help.

The same dates are locked in for 2024 as it is very popular. It was noted the timing of the camp worked well as it's just before subject selection for Year 11 and may have impacted students' decision to enrol in ATAR Music. There were 10 more enrolments compared to 2022.

- Term 3 Concert Series

- There will be 9 concerts. As agreed at the last meeting the ticket prices has been increased to \$15. There was an issue with the booking system for the first concerts next week, but that was fixed yesterday, and \$1000 worth of tickets have already been sold.
- Call for volunteers – Music staff will run each concert with students from Certificate II in Creative Industries doing the lighting etc and students from Cert III in Music being stage hands and ushers. The Music Department would appreciate parent help to check off tickets and do ticket sales on the door each night.

It was agreed Helen will set up a Sign up Genius with 2 slots for 45 mins before each concert starts. One parent would be sufficient, two would be ideal. The Sign Up Genius link will be circulated to the Committee, the Music Parents Mailchimp list and on the Music Facebook page.

Denise Cleasby will provide a list of the people who have bought tickets through TryBooking to be ticked off as people arrive. It was agreed that using the square for EFT payments will be too difficult as it requires downloading and logging into an app on the volunteer's phone. There can be a cash float for cash sales and otherwise people can be given the bank details to transfer payment later.

- To increase commitment from parents to volunteer at fund-raising events, the form given to new parents at the music auditions regarding volunteer opportunities has been revised. It now mentions the Lawley Art Auction and other current events and references to soirees which are no longer part of the events calendar have been removed.

It was noted the LAA is heavily supported by SVAPA parents, which has 96 students, but Music receives substantial funding from the LAA and has 380 students, so it would be great to encourage more support from Music parents and not just the kids.

It was suggested the form be updated for future use from 'share contact details with the Music Support Committee', to 'share *these* details with the Music Support Committee to include what they've offered to volunteer for. It is probably implicit so doesn't matter for this year. This will give the Music Support Committee the opportunity to follow up with people and hold them to their commitment to particular roles.

- The following funding requests were made:

The grand piano in Music Room 3 was recently tuned but within 3 weeks was out of tune. The department was advised the pianos need to be tuned more regularly throughout the year and will stay in tune longer. It is \$300 to tune the grand piano and slightly less for the others. There are 5 pianos in the school but only 3 that are used regularly. It was agreed that after this year the school will seek quotes for 3 tunes a year for the grand piano and whatever is determined necessary for the others and a new motion will be raised for 2024 piano tuning.

Motion 295: Allocate up to \$2000 for further 2023 piano tuning. (Close **Motion 294** for piano tuning and release the remaining \$700)

Moved: Dijon Summers Seconded: Kieran Looby Resolution: passed

The IMMS teachers requested new amps but the department has lots of amps some just need repair. Andy at the school can repair some and does this for free. Otherwise, one repair costs about \$100.

Motion 296: Allocate up to \$1000 for amp repair and maintenance in 2023.

Moved: Kieran Looby Seconded: Bernadette Bradley Resolution: passed

As mentioned previously, the Music Department would like to purchase black and white photo canvases of the current Year 11/12 Music students to be displayed around the school and add more from future cohorts each year. Dijon will get help from Amanda Humphreys to select the photos and advice on where to have them printed as she mentioned somewhere that may be more reasonable than Officeworks or similar which are around \$300 per canvas.

Motion 297: Allocate up to \$1500 for the printing of 3-4 black and white canvases

Moved: Bernadette Bradley Seconded: Bec Thomson Resolution: passed

- It was noted that Motion 258 for ATAR accompanist has \$840 remaining. This should be enough for 2023 and if not, more can be raised at the next meeting.
- In response to a request from IMMS staff, Dijon will investigate WiFi or Bluetooth speakers that can be bolted into the walls of the classrooms so any teacher can connect to them with their laptop for easy use during lessons. He will come to the committee with quotes.

5 Treasurer's Report

- Kieran tabled the Treasurer's Report of the MSC accounts to July 2023 (See Attachment 1).
- Total committed funds are about \$43,400. This currently leaves about \$16,098 available funds.
- The following funds are due in:
 - Kieran has requested the first round of parent contributions but is still waiting for this to be processed. This should be around \$5000.
 - The Lawley Art Auction raised a total of \$37,000. This will be split with SVAPA providing \$18,500 to each group. This is the most money ever raised (\$35,000 last year) and it was noted more pieces were sold but at lower prices. Cash donations from sponsors was way down on previous years but this was balanced out by the silent auction etc.
 - The term 3 Concerts will bring in another \$5-6000.

6 Fundraising Events and Activities

Lawley Art Auction Representative Report:

- Andy has proposed to the P&C that they take responsibility for kicking off LAA next year, work out how to staff it and find new people to fill all the roles.

- Some members commented that they liked the new auctioneers, but it was noted more scrutineers were perhaps needed as bids were missed. However, there was also an issue with people not being clear about their intention to bid.

Crust Pizza Sponsorship:

- Crust Pizza donated \$1000 of pizzas to the school making them a gold sponsor of the auction but LAA only use half the pizzas at the event and the Music Support Committee are to get the other half for the End of Year Sundowner as in 2022.
- Crust provided feedback after last year's sundowner that they would keep sponsoring the Art Auction but not the Sundowner. In return for the sponsorship the Committee was asked to take photos, put up a banner and included an article in the school newsletter. All of this was done but the feeling is they weren't satisfied with the level of recognition, so the sponsorship team have gone back to Crust and said we can do better.
- It has been agreed that MSC will nominate a relationship coordinator to liaise with Michelle at Crust, and be responsible for picking up the pizzas, collecting and setting up the banner, and organizing the promotional photos at the event. This person can speak to Angie Draca, the LAA sponsorship coordinator for more information or help. Angie has made further suggestions to increase exposure for Crust including staging some photos of students in their SVAPA shirts wearing bright sunglasses etc, eating Crust Pizza along the lines of the KFC 'I don't care' ad, and photos of the same students decorating Crust pizzas with toppings. Another suggestion is to ask Michelle to introduce a couple songs on the night. The Committee will consider the suggestions.

8 Other Business

- The 2024 calendar of music events is currently being put together. The Sundowner in 2024 would normally be on Friday of week 8 (30 November) but Shahna Gallagher's wedding is that weekend, so the Committee was asked if they saw an issue moving it to Friday 6 December. The Committee agreed this would work and plenty of notice of the date is being provided.

Meeting closed: 7:25pm

NEXT MEETING

Date: 24 August 2023 Week 6 Term 2 2023	Time: 6pm	Venue: Music Room 3 or by Teams	Please enter school through rear gate off Learoyd St
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**MLSHS P & C ASSOCIATION
MUSIC SUB-COMMITTEE - CASH BOOK, AVAILABLE FUNDS
27.07.2023**

BANK RECONCILIATION

Opening balance	27.07.2023		<u>\$ 59,498.35</u>
Add: Deposits			
Credit Interest (July 2023)		\$ 0.49	
Total Deposits		<u>\$ 0.49</u>	
Less: Payments Made			
Total Payments		<u>\$ -</u>	
Cash book Closing balance as at	27.07.2023		<u>\$ 59,498.84</u>
Bank balance as at	27.07.2023		<u>\$ 59,498.84</u>
Deduct: Payments in Progress			
Total Payments in Progress		<u>\$ -</u>	
Cash book Closing balance as at	27.07.2023		<u>\$ 59,498.84</u>
Less: Commit		Motion #	
ATAR student accompaniment		258	\$ 840.00
Admin Assistant for Semesters 1 & 2 2022		287	\$18,500.00
Admin Assistant for Semesters 1 & 2 2023		289	\$20,000.00
Trumpet/Trombone Mutes		291	\$ 300.00
Sheet Music		292	\$ 2,260.00
Piano Tuning		274	\$ 1,000.00
Sound Tech Arts Day 2023		288	\$ 500.00
Total Committed funds	27.07.2023		<u>\$43,400.00</u>
Available Funds	27.07.2023		\$ 16,098.84