

MOUNT LAWLEY SENIOR HIGH SCHOOL

Music Support Group

Date: 5:30pm, Wednesday, 31 July 2024

Venue: Music Room 3, MLSHS

Attendees: Dijon Summers (Teacher Representative), Michelle de Rozario (Performing Arts Program Coordinator), Kieran Looby* (Chair/Treasurer), Helen Pelusey* (Secretary), Suzanne McLay*, Kevin Keary*, Julie Eglin*, Puanna Kapi*, Pretty Ramdoyal*, Melinda Boss*, Catherine Tabi*, Shelley Tudor* Grant Ferstat*, Andrew Lippiatt

Apologies: Rowena Smith*, Tim Jewell*, Bek Ledingham, Trace Luk
(*Voting Members)

1. Welcome and Apologies	
Kieran Looby opened the meeting at 5:30pm, noted the apologies and welcomed everyone. A quorum was met. No conflicts of interest were recorded.	
2. Previous Minutes	
Accept the Minutes of the 30 May 2024 meeting as a true and accurate record.	
<ul style="list-style-type: none"> • Moved: Kieran Looby Seconded: Melinda Boss Resolution: Passed 	
3. Actions arising from previous minutes	
Action	Status
Update on black and white canvases. (Dijon)	Still in progress.
Check the microphone deliveries and invoices match the order and confirm if Kieran can close Motion 299 (Dijon)	Completed. Motion can be closed – see Treasurer’s Report.
Look into the foot switches for IMSS students and advise if a motion should be added to the next MSC agenda.	Dijon confirmed we need to order these. Funding request will be added to the next meeting agenda and go before the main P&C 16 September 2024 - See Treasurers Report
Music Department will add the Ensemble timetable to the What’s On in the Arts page on the MLSHS website to assist parents in identifying which ensemble(s) their child attends.	Completed. Relevant ensemble(s) and their times listed under each Concert.
Add the What’s On in the Arts page link to the Music @ MLSHS Facebook and Mailchimp mailouts. (Helen)	Completed.
Put the call out for LAA volunteers and an Events Manager on the Facebook page. Music Department to make further calls for LAA parent volunteers. (Helen)	Completed.

4. Music Department Report

Update on activities and upcoming events:

- [What's On in the Arts](#) page – seems to be working well as a communications tool but would appreciate any feedback.
- Term 3 is very busy with concerts and festivals. Last night was the first concert. Great performance but audience numbers were low. It was noted that ticket sales were limited to 2 tickets per family but there were empty seats on the night. Ticket sales processes are being reviewed and may be adjusted for future concerts if there are seats still available closer to the date. Last year, there were complaints as concerts sold out and people missed out so a balance needs to be found. There can be other reasons for low attendance, eg parents choose just to attend the festival.
- Year 12 exams are in weeks 9 and 10. Year 11 exams next term.
- The Year 7 Jazz ensemble was invited to perform at the OPUS concert. A great honour and went well.
- Music Department staff have been invited to the WASSEA 2024 conference next week.
- Auditions to the Music Program for the 2025 Year 7 cohort are next week. The number of applicants is high.
- Dijon has been talking to the IMSS teachers about possible items for funding he could put forward if there is money available.

Funding Requests (Note new motion numbering format as agreed in main P&C meeting minutes 24.7.2024)

- **Motion 2024.07.31.01:** Allocate up to \$1000 for music stand rechargeable lights (sconces) for use at concerts where lighting is difficult.
Moved: Preeti Ramdoyal Seconded: Shelley Tudor Resolution: Passed
- **Motion 2024.07.31.02:** Allocate up to \$500 for the sound engineer for the Term 3 Contemporary Concert.
Moved: Grant Ferstat Seconded: Julie Eglin Resolution: Passed

5. Treasurer's Report

- Kieran tabled the Treasurer's Report to 28 July 2024 (See Attachment 1). There is approximately \$80,000 in the bank with around \$60,000 in available funds.
- The Committee voted to close the following motions and release remaining funds:
 - **Motion 299** Wireless microphones
 - **Motion 309** Arts Day sound technician
 - **Motion 311** Tenor sax
 - **Motion 312** Folders for Band music
 - **Motion 313** Music stand trolleys
 - **Motion 317** Keyboard amplifier
 - **Motion 320** Conductor standMoved: Kieran Looby Seconded: Melinda Boss Resolution: Passed

- Future Motions to be raised:
 - Pegboard trolley (and close the open motion (314) for the pegboard).
 - Foot switches for IMSS students use.
- Expected income:
 - Kieran has requested the parent contributions from the school which is usually about \$5000.
 - Concert tickets sales - tickets are \$15 for adults \$10 for concessions.
- In the context of a possible future purchase of a Grand Piano, Kieran presented a summary of the regular annual income and expenditure of the Music Support Committee. This demonstrates that funds raised by LAA are required to cover some of the regular income expenditure. The expected balance for MSC account by EOY 2024 is about \$83,000.

6. Grand Piano Purchase

- Kieran has received input from Michelle and Dijon and will draft a paper for the purchase of a grand piano and circulate to committee members to review prior to a discussion at the August meeting to refine the proposal. The Committee will need to vote on taking the recommendation to the main P&C to pass a motion for the purchase. Kieran will speak with Helen Goldsmith, the P&C Convenor, to again flag the idea of allocating funds each year towards a future purchase.
- It was suggested the MSC ToR are reviewed to check on the Committee's role in putting forward the proposal eg is it a recommendation or an endorsement etc to the main P&C.
- It has been suggested a certain amount of LAA funds will be allocated to this project rather than Music parents' contributions or other funding. Around \$10,000 per year may be possible. There may also be sponsorship/ partnerships possibilities to assist in funding the piano.
- It would be around \$100,000 to purchase one good grand piano and it would be located at the WAAPA site. The move is currently expected to happen in Semester 1 2026 so there is time to put money away for it.
- There is a counter argument to consider that each year's funding should be spent on the current cohort. Therefore, not all funding should be allocated to the grand piano. There should also be an allocation for items that benefit all students and the IMSS program. IMSS staff would like to put forward some recommendations for other larger purchases and Dijon will bring these to the next meeting.
- It was noted the MSC's biggest expenditure was previously the administration officer at \$20,000 per year. This is no longer a cost to the Committee so these additional funds are now available. If some of these funds are allocated to the piano purchase, it will not affect the budget that was usually spent each year on the current cohort. The piano purchase will benefit all students and ensembles needing accompaniment. Some current students will be here after the move, so will benefit. Having decent instruments will allow the Music Department to rent out the facilities, which will raise funds for the school and will also be more likely to attract guest artists.
- It was noted there is provision under WACSSO to put away money for future years and Kieran has also rung and confirmed this with WACSSO directly. The future funds must be allocated to a specific, named project and ideally any fundraising efforts would be flagged as contributing to a future project. It is a recommendation that funds are spent on the current cohort but not a rule.
- It was noted that the proposal to purchase a Grand Piano must be viewed within the context of all future Music funding requirements, including music initiatives and the purchase of (other) instruments. Dijon will prepare a list of such requirements for consideration of the Committee.

<ul style="list-style-type: none"> • A suitable bank account for the fund with a reasonable interest rate is being investigated. 			
7. Social Media / Communications Report			
<ul style="list-style-type: none"> • No update provided 			
8. Fundraising Events and Activities			
<p>Kieran provided a Lawley Art Auction update:</p> <ul style="list-style-type: none"> • The Music Support Committee would like to thank the Lawley Art Auction Committee, most of whom were new this year, on their amazing work organising and running the event. The night was a great success and ran very smoothly. Kieran thanked Louise Aston, Monique Herbst, Emma Eggleton, Julie Eglin and Suzanne McLay in particular for their significant contributions. • A huge percentage of the art was sold, with the artists who sold their work making a total of about \$30,000. • The LAA Committee cleared over \$40,000. About 25% came from cash donations and the raffle was very successful. • The Committee are keeping the momentum going and meeting in a few weeks to discuss next year's event. 			
9. New Business other business for noting			
<ul style="list-style-type: none"> • Andrew Paul, School Chaplain, has mentioned there are a lot of music uniforms in the uniform shop. They are in great condition, so he would love to see them moved to the Music Department and made available to buy or borrow. Michelle agreed this would be a good idea and will let Andrew know the Committee and Department agree in principle but only after the move to the new building. Parents will need to be prepared to undertake the administration of a music uniform store. • The Jennifer Barrie plaque has been installed in the Music Department. It will be moved to a permanent location after the move to WAAPA. • Kieran noted MSC meetings will need to run strictly to time as many parents will then be moving on to the SVAPA meeting at 6:30pm. 			
SUMMARY OF ACTIONS ARISING:			
<ul style="list-style-type: none"> • Add motions for a pegboard trolley and foot switches to next meeting agenda. • Kieran to circulate a draft paper for the grand piano purchase prior to the next meeting. 			
Meeting closed: 6:28pm			
NEXT MEETING			
Date: Wednesday 28 August 2024 Week 7 Term 3 2024	Time: 5:30pm	Venue: Music Room 3	Please enter school through rear gate off Learoyd St (accessed via Stancliffe St)

**MLSHS P & C ASSOCIATION
MUSIC SUB-COMMITTEE - CASH BOOK, AVAILABLE FUNDS
28-July-2024**

BANK RECONCILIATION

Opening balance	28.05.2024		\$ 85,944.13
Add: Deposits	Credit Interest	0.73	
	Credit Interest	0.71	
Total Deposits		\$ 1.44	
Less: Payments Made			
	MLSHS44396 #319 ATAR Accompaniment	80.00	
	MLSHS44644 #313 Music Stand Trolleys	1,058.63	
	MLSHS44627 #308 Music Sheets	96.32	
	MLSHS44407 #308 Music Sheets	104.20	
	MLSHS44408 #308 Music Sheets	478.86	
Total Payments		\$ 1,818.01	
Balance	28.07.2024		\$ 84,127.56
Bank balance as at	28.07.2024		\$ 85,944.13
Deduct: Payments in Progress	MLSHS44781 #311 Tenor Sax	\$ 3,645.65	Submitted
	MLSHS44609 #324 2xGuitar Amps	\$ 900.00	Await P&C approval of Motion
	MLSHS44359 #317 Keyboard Amp	\$ 862.73	Expired/Resubmitted
	MLSHS44364 #320 Conductor Stand	\$ 294.55	Expired/Resubmitted
		\$ 5,702.93	
Cash book Closing balance as at	28.07.2024		\$ 80,241.20
Less: Committed fu	# 297 B&W Canvasses 2023	\$ 1,500.00	Has school received an invoice?
	# 299 Wireless Mics	\$ 290.90	CLOSE ?
	# 305 Sundowner 2023 Sound Engineer	\$ 600.00	Has school received an invoice?
	# 306 Sundowner 2023 Lighting	\$ 1,000.00	Has school received an invoice?
	# 308 Sheet Music 2024	\$ 2,988.89	
	# 309 Arts Day 2024 - Sound Technician	\$ 200.00	CLOSE ?
	# 310 Adaptors USBC-USBA Keyboards & Laptops	\$ 150.00	
	# 311 Tenor Sax	\$ 364.55	CLOSE ?
	# 312 100No. Folders for Band Music	\$ 193.19	Expired/Resubmitted
	# 313 Music Stand Trolley	\$ 941.37	CLOSE ?
	# 314 Peg Board + Pegs	\$ 200.00	
	# 315 Instrument Maintenance 2024 (excl Piano Tuning. See i	\$ 2,000.00	
	# 316 3No. Keyboard Stands	\$ 300.00	
	# 317 Keyboard Amplifier	\$ 137.27	See Pmts in Progress (above)
	# 318 Piano Tuning 2024	\$ 2,000.00	
	# 319 ATAR student accompaniment Y11 & Y12	\$ 1,920.00	
	# 320 Conductor Stand	\$ 5.45	CLOSE ?
	# 322 Music Artist Workshops	\$ 2,000.00	
	# 323 Music Camp - Artist Workshops	\$ 1,500.00	
	# 325 ATAR EoY Accompaniment	\$ 1,000.00	
Total Committed funds	28.07.2024	\$ 19,291.62	
Available Funds	28.07.2024		\$ 60,949.58