

Mount Lawley SHS Music Support Committee
Minutes of the Meeting Held 2nd June, 2016 at 7:00pm
MLSHS Music Department, Woodsome Street, Mt Lawley#

1) Attendance

Melinda McEwan, Amanda Humphreys, Alan Kop, Tony Reed, Michael Forster, David Rose,
Michelle de Rosario, Cameron Brock and Jacque Freeman.

Apologies: Sharyn Kerr

(2) Minutes of the previous meeting

2.1 Minutes of 5th May, 2016 accepted

Moved: Tony Reed

Seconded: Amanda Humphreys

CARRIED

3) Music Department Report

Michelle deRosario

3.1 Music Camp

3.2 Compactus First side is installed and the music boxes filed into the new home. Looks outstanding and boxes are more orderly, the compactus has a large storage capacity and the boxes can be reached effectively in order to retrieve the music.

3.3 Money \$650 requested to buy a trolley system that houses the old staging floor supports.

Motion 103 Michelle De Rozario

Seconded Cameron Brock

CARRIED

4) Business Arising

4.1 First Two Concerts for 2016 To be held in WAAPA Geoff Gibbs Theatre. Venue to accommodate all parents and friends. Stage area will also facilitate setup, safer and efficient concert.

Need extra volunteers to move chairs, stands, piano etc.

Letters to parents out next week.

Trybooking system will be used to set up for purchasing of tickets.

4.2 Money \$650 requested to cover payment of stage and sound workers 1) Stage management and 2) Sound technician at the upcoming concert. The suggested workers are linked to WAAPA; one is an employee and one a student.

Motion 104 Moved Cameron Brock

Seconded Michelle De Rozario

CARRIED

4.3 Supper- Melinda will need to spend up to \$200 for Supper Box on concert night.

Motion 105 Moved Michael

Seconded Cameron

CARRIED

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4.4 Upright Grand Piano purchase. Would be subject to piano evaluation. Good condition and a free bellows included in the price. Note: David Rose was not in attendance for this discussion and motion.

Motion 106 Moved Michelle Seconded Amanda

CARRIED

4.5 SVAPA Meeting points.

Crustworthy performed (1st June). Music students performed and seven artists made artworks on walls. A really successful night with positive comments from the general public said about our students. This feedback also arrived in the form of e-mails with compliments about politeness and friendliness shown by students.

Students to be performing at the Art Auction. Michelle has plans and will further organise the students and send them an invitation to play at this event.

Music Support Committee acknowledges the good to eventuate and we support the event. Note that half the monies raised are given back to the Music Support Committee. Circulation of the Art Auction on social media and Facebook are currently up and running on web-please support this network. There will be Media release in the local paper and possibly other.

5) Treasurers Report

5.1 The Financial position as at 28th May was tabled.

Cash book balance \$17,531.38.

There was discussion about what to do to rectify outstanding, unrepresented cheques. Michael will follow through to investigate where non banked and non cashed cheques are able to be identified. Then can be acted on by the treasurer to reconcile.

Please see Treasurers report attached.

6) General Business

Denise's contract is due to be renewed on 3/06/2016. Discussion was raised about the funding to employ Denise for three mornings per week and funded by the Music Support Committee. We agreed that this is a good idea and the work of the Administration assistant Denise cannot in any way be underestimated. The workload needed to be done is a necessary part of the successful running of operations in the music department.

Motion 107 Moved Michelle Seconded Tony

CARRIED

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7) Next Meeting

Thursday 28th July 2016 at 7:00pm in the MLSHS Music Department. Please remember to enter through the large rear gate on Learoyd Street. The gates from the Woodsome Street entries will be locked.

Meeting Closed 20:19.

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MLSHS P & C ASSOCIATION

MUSIC SUB-COMMITTEE - CASH BOOK, BANK RECONCILIATION, AVAILABLE FUNDS
 2016-05-05 Update highlighted cells

CASH BOOK

Cash book opening balance	2016-03-10		25,337.96
Add: Deposits			
Credit interest			0.94
Credit interest			0.88
Total Deposits			<u>1.82</u>
Less: cheques drawn	Chq #		
Duncan Gardiner lunchtime recital	256	400.00	
12oz Bio Cups	257	96.50	
Music Assistant	258	6,487.50	
RSA licence	259	25.00	
Total Cheques			<u>7,009.00</u>
Cash book balance as at	2016-05-05		<u>18,330.78</u>

BANK RECONCILIATION

Bank balance as at	2016-05-05		25,501.78
Add: Outstanding deposits			0.00
Total Outstanding deposits			<u>0.00</u>
Deduct: Unpresented cheques			
Auction - return Entry Fee	153	10.00	
Auction - Artist Commission	172, 186	552.00	
12oz Bio Cups	257	96.50	
Music Assistant	258	6,487.50	
RSA licence	259	25.00	
Total Unpresented cheques			<u>7,171.00</u>
Adjusted balance (agrees with cash book)			<u>18,330.78</u>

AVAILABLE FUNDS

Cash book balance as at	2016-05-05		18,330.78
Term deposit balance as at	2016-03-03		40,648.95
Less: Committed funds	Motion #		
Music for ensembles	66	2000.00	
Art Festival	69	405.00	
Art Auction bank account	70	600.00	
Dealing with Anxiety' workshop	73	300.00	
Music Camp	74	1500.00	
Orchestral sheet music	81	500.00	
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Digital recording devices	84	2500.00	
Additional funding for administration assistant to cover	85	512.50	
Drinks for Music Soiree	87	200.00	
Tuba	90	5710.00	
Half cost of Junkadelic performing at Art Festival	92	800.00	
Licences for Sibelius program	93	2500.00	
Gift for percussion ensemble	94	50.00	
Compactus	95	2,639.00	
12oz Bio Cups	96	96.50	
Total Committed funds			<u>20,813.00</u>
Available Funds			<u>38,166.73</u>