

March 3, 2020
Meeting

JCS Music Parents Association

General

Present

Victoria Scott, Instructor
Gerilynne Pikett
Debbie Rudd
Glenda Shufelt
Shelley Laboucane
Kim Kawandy
Jo Crouch
Patti Bamson
Patti Occeston
Vanessa Jollimore

Regrets: Heidi Wood, Instructor

Agenda:

- Society Application Update
- TeamFund Delivery Volunteers
- Travel Credits & Bank Account Balances
- Whistler Trip Subsidies
- Spring Fundraising
- Sign Up Genius
- Meeting Dates
- JCSMPA Presence on School Website
- New Business

Motion by Jo Crouch to accept previous Minutes.
2nd by Kim Karwandy.
Passed with unanimous vote.

Society Application Update: Vanessa has not received anything back, nor has the check submitted been cashed. Another application will be resubmitted which requires another nuans report (\$50 for report & \$50 filing fee). Will be sent with tracking number. Vanessa will be reimbursed for fees by JCSMPA.

TeamFund: Volunteers required to be at the school for 2:45 on March 5, 2020. Thank you to Glenda, Debbie and Patti B for volunteering to assist Gerilynne.

Consensus is that this is a great fundraising platform. Moving forward with Teamfund, we will

look at drafting emails for instructors to send out which should include the JCSMPA@gmail.com email address.

Patti B will work on creating a draft of a template email for the next meeting.

We made the mandatory sales in the Coco Brooks & Simple Simon Pies portion of the fundraiser. The coffee sales did not make the minimum.

Student Travel Credits (STC) & Bank Balances: 60/40 split (60% to travel credits/40% to JCSMPA)

Total STC - \$6544.78

Total JCSMPA - \$7503.07 (included: bottle drive, jazz concert, winter concert)

Current bank balance: \$12,499.19*

*South View Alliance rental for winter concert may not have come out yet.

*Teamfund proceeds have not been deposited yet.

Jo Crouch suggests that we may need to look at other banking institutions; Scotiabank fees are more than originally discussed ie: \$35 service fee, charges for deposits. *Jo will have a conversation with the contact at Scotiabank and if not willing to waive/lower fees then a special meeting of the executive will motion to change banks.*

STC require a policy to be created on the specifics of the travel credits (see item from Jan 8, 2020 minutes). *Vanessa, Heidi and Victoria will discuss.*

What does the overall fundraising for the music programs look like – *Vanessa will work on drafting a fundraising package / FAQ.*

Whistler Trip Subsidies: \$3000 has been allocated for this. Heidi & Victoria will disburse the funds as needed. This \$3000 will need to be added to the STC cheque that will be submitted to the school. Jo will write the cheque when she has the full details.

At this time there is no further details whether the Whistler trip will be affected by what is occurring with COVID-19 virus.

Spring Fundraising: *Gerilynne will set up bedding out plants with Devry to start in May for pick up the 1st week of June (dates will be confirmed). This will be primarily another online event.*

In the future look at set dates for fundraising opportunities:

September – “Fill your Freezer” (Teamfund)

October – chickens

December – Purdy’s chocolates and Poinsettia’s

April/May – bedding out plants

Once JCSMPA has been registered as a non-profit society, there will be the opportunity to have 50/50 draws at events, silent auction fundraisers etc.

Sign Up Genius: Big thank you to Glenda Rudd for stepping into the Volunteer Coordinator role. She has set up Sign Up Genius. *Heidi & Victoria to let her know what volunteers are needed so she may set up the info and then a link will be included in the email requests for help.*

This information should be included in the parent/student packages at the beginning of the year.

JCSMPA email address has been set up – jcsmpa@gmail.com
Meeting minutes etc can be found on JCSMPA google drive.

Meeting Dates: all meetings 6pm start in Choir room unless otherwise noted

April 7, 2020

May 7, 2020

Jun 9, 2020

Aug – executive pre-planning meeting/details & date to be confirmed next meeting
(Audit of Financials/Report/Objectives)

Sept 2020 – will confirm start up date. 1st day of school is Sept 1

AGM – will need Jo Crouch to attend as the outgoing treasurer

JCSMPA presence on the school website: pushed to next meeting

No new business.

Meeting closed at 7:16pm

Next meeting Tuesday April 7 6pm – Choir Room