

JCS MPA Meeting Minutes

JCSMPA Meeting IN PERSON
Wednesday, November 22 · 5:30 – 6:30pm

Attendance: Merisa B, Victoria S., Heidi W., Rachel F., Natalie O., Megan M., Brad J., Kathy N.,

1. CALL TO ORDER

- a. Rachel F. called the meeting to order at 5:35pm.

2. APPROVAL OF PREVIOUS MINUTES

- a. *Motion* made by Megan M. and seconded by Kathy N. to accept the minutes from the October 5, 2023 as presented. **Carried**
- b. *Motion* to approve the October 26, 2023 **Carried forward** to next meeting pending financial report.

2. ACTION ITEMS

- a. Brad J. to mail out the financial statement. **In Progress**
- b. Brad J. to review the current list of approved signatories and discuss procedure for change with the bank **In Progress**
- c. Brad J. coordinate with Natalie to issue cheque for band camp busing **In Progress**
- d. Natalie O. to resend current fundraiser information to Delane **Complete**
- e. Megan M. to reach out to contacts regarding auction donations **In Progress**
- f. All Board Members – complete police clearance (form at office) **In Progress**
- g. Rachael F. to look into ticket sale options (eg. Ticketmaster) for Winter Concert **Complete**
- h. Natalie O. to send out email to Board to discuss 50/50 raffle, silent auction for Winter Concert **Complete**

3. OFFICER REPORTS

a. TREASURER

- i. Current Account Balance \$11638.00 inc. travel credit
- ii. Student Travel Credit \$4517.43

4. FUNDRAISING

a. Current Fundraisers

i. Purdy's

- Ends on the 27th. Would be good to do a last push on that one. Currently at \$1200 profit. Last year we did reach \$10K so it would be ideal to reach that again. Current - \$4840. Delivery is going to Kathy N's and will be available the 14th.

ii. Eclair Lips

- Not well received; likely related to price point. Will be providing a refund to the customers who did purchase.

iii. Bottle Drive

- Not well attended; 18 participants. Next one is Feb 9th and March 10th. We don't have a lot of competing things at that point so it may be better

iv. Chickens

- Not as good as usual. Sold 156 chickens. May be worthwhile repeating this in the spring ahead of Easter. AI – Natalie O. will text supplier about a spring date.

v. Dominos

- There are about 16 coupons left. There is only one month left to use. Natalie O. will ask if we can use multiple and use them for a pizza party for the kids.

b. Potential Fundraisers

- ###### i. CSEC – These can be challenging to manage with scheduling the shifts and the risk is that parents do a lot. The benefit is that it is not a fundraiser where items are purchased and also allows the students to participate in the fundraising. The earning potential per shift is high. AI – Megan M. will reach out to CSEC for more information and report back.

- ###### ii. Silent Auction – recommend 32 Auctions. Would be ambitious to add to this upcoming performance; spring jazz café (date tbd) would be better; online.

Will discuss at the January meeting. **AI – Merisa B.** to pull up past silent auction information.

5. RATIFICATIONS OF MOTIONS

- a. *Motion* made by Natalie O. and Seconded by Rachel F. that the Dominoes coupons be reduced to \$10 to recover costs. **Motion Approved** by email October 27, 2023.
- b. *Motion* made by Natalie O. and Seconded by Rachel F. that the JCS MPA approve the request from the music teachers for a subsidy of \$185 (choir) and \$290 (band) for a total of \$475 from the MPA to be sent via cheque to the business office. **Motion Approved** by email October 27, 2023.

6. BAND ACTIVITIES

- a. Winter Concert
 - i. Fundraiser
 - 50/50 Raffle – Will need to determine need for raffle license
 - ii. Volunteers – some volunteers have signed up.
 - iii. Outstanding Items
 - Truck Rental: Brad J. to coordinate the rental of the truck to transport equipment. Victoria S. to determine how to manage repayment of rental expense.
 - Day of Activity information: Heidi W., and Victoria S., will put together this information and provide to parent volunteers. Back stage assistance is only required for pre-performance
 - Supervision is important for dinner hours. Bagged dinner is required for all students.
 - Flyers and art are in progress. Will look at printing costs out of house; otherwise will do at the school.
 - Snacks – Megan will get snacks
 - a. Motion made by Rachel F. and seconded to spend up to \$400 for snacks.
 - Décor – Merisa B., will donate 2 poinsettias for the stage.

7. MUSIC DIRECTORS' REPORT

a. Heidi W.

- i. Choir - just submitted Jazz 1 to the CBC classroom challenge. CBE Sings same week as Winter concert (Friday). Still making connections at Seton Village (seniors) so hoping for winter break but may carry over to January. Spring Tour paperwork – will be asking families if there is interest before moving forward. Tour to Edmonton – Feb 29-Mar 2. Visiting UofA, Victoria School of Arts, Corora Choir is bringing in a writer that week and we would join in on that, followed by a concert. Some games, dinner theatre, etc. Vocal Jazz festival in March 13-15 at JCS

b. Victoria S.

- i. Kids are doing amazing and working hard. Jazz 1 is doing Auburn Christmas Parade and then the Mahogany one. Winter concert is on December 5th. January is very busy. Festival AIBF has not confirmed dates. Concert Band at UofC between 20th and 28th. Jazz is at Polaris in early March. Need to book Jazz café (likely April). Red Deer and Grad in May.

8. OTHER BUSINESS

a. Insurance

- i. Discussed the need for insurance. [AI – Merisa B.](#), will get some quotes and forward to Rachel.

b. Spring Concert

- i. 50/50 add on could include a draw for best seats in the house

9. DATE & LOCATION OF NEXT MEETING - January 11th, 2023

10. MEETING ADJOURNMENT at 6:38pm