

Edmonton String Players Association (E.S.P.A) - General Meeting

Date: Saturday, August 15, 2015
 Time: 10:00am – 12:00 pm
 Call to Order: 10:20 AM
 Adjourned: 12:30 PM
 Location: Brock Dagenais Law Office, 1500 10117 Jasper Ave. Edmonton
 Next Meeting: Saturday September 19, location to be determined

Attendees

Carolyn Dagenais (President), Anna Lu (Treasurer), Alline Cormier (Vice-President), Leah Flemmer (Instrument Administrator & Instructor), Helene Butler (Secretary)

1. Introduction of all Attendees

- Round table intro

2. Approval of Agenda

- Change Teacher's Report to Instrument administrator's Report.
- Motion to approve agenda by Alline, seconded by Anna, all in favour

3. Approval of minutes from June 14th, 2005

- Motion to adopt minutes for April 9th – Helene motioned, Carolyn second
- Motion to adopt minutes for May 14th – Brent motioned, Sunita second, all in favour

4. President's Report

- Next "Stakeholders" meeting will be in September, hosted by Concordia
- The group will try to have 3 meetings per year circulating between Concordia, U of A and the Alberta College Conservatory
- There is a new Dean at the Conservatory of Music
- Helene is secretary and Brent is over Bingo.

5. Administrator's report

- Annette: As of August 12th, we have approximately 180 students registered.
- Most classes have less than 6 students. Helene B. will try to find new students by writing e-mails to Parent Council Presidents.
- Annette will provide the numbers for each orchestras after the last round of auditions in September.
- Audition dates are Sept 2, at Milner Library, Room 7, from 6:00 – 8:30
- Victoria School asked to remove the music stands from their location, there were 105 stands, we don't have a permanent location to store all the stand. They are in Brent's garage.
- Brent and Leah will give notice and find a new storage location.

- Staffing – New conductor for intermediate is hired, Beginner violin instructor in St Albert is hired as well.
- The low re-registration is very indicative of who the teacher was in their current year, some teachers have no students re-registering
- Caernarvon School – The principle is retiring at the school, that may cause some re-shuffling of class locations
- 2015-2016 event calendars has been circulated, trying to ensure there are no conflicts with the schools tours
- Volunteer deposit cheques – Brent will give the outstanding ones to Anna to tell her which ones to cash
- Christine Hanson – Had to leave because of injury in the season, looking at how to manage her coming back with the substitutes that were in place during her absence.
- Annette is preparing Teacher Binders and will hand them out at Teacher meeting.
- Annette is preparing Parent Handbook and will give them to teachers at first meeting so they can deliver to their students.

6. Treasurer Report

- Insurance is renewed.
- Anna will call C.C. to sign for casino
- Balance Sheet Total approximately \$72 350
- Casino account \$329.00
- Grant received from City of Edm - \$17,000.00
- Chocolate Sales - \$935.00, spent \$600.00, Net profit of \$335.00
- Donations - \$11,000.00
- Bingo - \$1,500.00
- Fundsript account - \$900.00
- Expenses – highest is honorarium = \$125,800.00, Program Admin \$16,500.00, Instrument technician – \$11,600.00, Instructor liaison - \$13,500.00
- Advertising expense - \$10,000.00

7. Instrument Administrator's Report

- Leah Flemmer will set up a bar code system.
- Leah plans to do a complete inventory of instruments, making sure instruments and cases match.
- Leah plans to clean instruments and have them ready to go.

8. Advertising and Publicity Committee

- Received a visual identity grant, new logo created and website updated as a result of this grant.
- There are also posters created and postcards made for advertising
- Program template created among other adds created for ad hoc advertising

9. Tours and Concerts Committee

- School tour could move to end of April but need to ensure that doesn't conflict with other concerts (Kiwanis)
- We are doing the retreat at Bennett Centre at the end of January. We will include more active games and we would like work on music theory. Leah has ideas and material.
- Tour for Junior orchestra to Grande Prairie is undecided. We have connections there.
- Spring break of 2016: Take Senior and Singing String orchestras to Ottawa/Quebec. There is grant money for tours within Canada.
- International tour in 2017: We have 4 options (Baltic Countries, Balkan Countries, China and Brazil.) It will cost \$4 000 per student or chaperone. We will need to form a Singing string Tour Committee. An information handout should be sent to Petar and then to the parents.

10. Fundraiser Committee

- Grant application written for \$23,000 for artistic director position
- We didn't qualify for other grants as we need two years operating in the black before we qualify for grants
- December 1st – Deadline for other grants, AFA project based funding .
- Note: Once we qualify for project based grants, we may not qualify for other artistic grants.
- Need to promote fundscript more, it's very easy and doesn't cost anything, Alline will set up a campaign beginning of November for timing for Xmas gifts

11. Website Committee

- The pricing needs to be clarified.

12. Bingo Committee

- Brent is in charge, everything is in order and we have a license.

13. Alumni Committee

- No update

14. Casino Committee

- C.C. Boonstra is working on things, hiring a casino liaison

15. New Business

- We are changing the instructor coordinator position to artistic coordinator. The hiring panel has almost made a decision. Position start date is August 15th.
- Want to simplify the job and focus on artistic role, Brent working on term on how this new role will structured

- We need to adopt a syllabus and framework for each level, there are many difference between each level and from teachers to teachers
- Need more strict guidelines on discipline on conduct in schools
- Need to have more fun in the classes
- Carolyn associate for life - Motion by Alline, second by Brent, all in favour
- Make up Classes – “Requests by instructors for a make-up class, that is a class to be held on days and hours not otherwise scheduled by E.S.P.A., must be made by the instructor in writing prior to the make-up class to either the M.E.P. Program Administrator or to the M.E.P. Executive Director, and permission must be granted in writing by M.E.P. to the instructor prior to the make-up class. E.S.P.A. will not be obligated to pay any honorarium for a make-up class apart from those that have received permission as per this policy” – Motion by Brent, Alline second, all in favour
- Adult only ensemble – We will see how many we see in the auditions and then assess this after
- Suggestion to have more popular music incorporated in the orchestra performances
- Welcome Back BBQ will be Friday 18th. Hawrelak park, 5:30 to 8pm
- Debbie will start a handbell group at one school .
- Stringspiration Program: Danielle has developed a proposed one-week summer camp for string musicians for July 13-17, 2016 to be held at Concordia University. Concordia is applying for a grant to support this effort. Brent had agreed to write a letter of endorsement on behalf of MEP to attach to Concordia's grant application.
- Music Theory Fundamentals Course: Danielle through Concordia with possible November start date. MEP would recruit and administer program (collecting fees from students) Course would be once a week and last 4-5 months.
- Alline will e-mail Guillaume about continuing chamber orchestra.

16. Closing Comments

- Motion for meeting to be adjourned by Alline, Helene B. second, all in favour

Meeting adjourned

Tabled Items

- Location for International tour location
- Handbell Choir
- Vocal Choir
- Senior Cello Group