

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

Date: Saturday, October 31st

Time: 10:00 a.m. - 12:00 p.m.

Call to Order: 10:20 a.m.

Adjourned: 1:45 p.m.

Location: MEP office (210, 11803 125St)

Next Meeting: Saturday, November 28th, 10a.m. MEP office (210, 11803 125 Street, Edmonton)

### Attendees:

Alan Jones	Brent Gustafson	Annette Gustafson	Patricia Estabrooks
Helene Butler	Christine Twardzik	Virginie Closson	Leah Flemmer

Agenda Item	
1. Introduction of all Attendees	<ul style="list-style-type: none"> <li>● Round table intro</li> </ul>
2. Approval of Agenda	<ul style="list-style-type: none"> <li>● Add new business (Brent)</li> <li>● Motion to approve agenda by Brent seconded by Helene, all in favour.</li> </ul>
3. Approval of Minutes from October 24, 2015	<ul style="list-style-type: none"> <li>● Motion to adopt minutes for October 24, Christine motioned, Brent seconded. All voted in favour.</li> </ul>
4. President's Report	<ul style="list-style-type: none"> <li>● Alan looking for more parent volunteers.</li> <li>● We are short on wire music stands</li> <li>● When we hire a new teacher, we will include meeting attendance to be required.</li> </ul>

	<ul style="list-style-type: none"> <li>• For good communication, need to send e-mails to all.</li> </ul>
5. Administrator's Report	<ul style="list-style-type: none"> <li>• Annual filing with AB registries is done</li> <li>• Deficit of \$10,500</li> <li>• Dec. 10th Victoria HS not available. We will use 2 rooms of Milner Library - Centennial and Edmonton</li> <li>• SSO will use Convocation Hall to rehearse on Jan. 19th and 26th. There will be no charge from U of A.</li> <li>• Concert bookings are done for the year.</li> <li>• Need bigger budget for administrative expenditures.</li> <li>• Annette will send electronic receipts</li> <li>• For the 2016-2017, we will not be merging levels 1 and 2 group classes for any instruments. Motioned by Helene and seconded by Christine. All in favour.</li> <li>• We have been audited by Alberta Culture for C.I.P. Grant and have been cleared.</li> </ul>
6. Artistic Coordinator's Report	<ul style="list-style-type: none"> <li>• Figuring out music stands by visiting schools.</li> <li>• Some students need scholarships, Patricia will look for alumni to help.</li> <li>• Instrument repair out of Patricia's pocket.</li> <li>• Patricia starting to recruit teachers for next year.</li> <li>• Trying to get teachers to follow a curriculum and to volunteer some time.</li> <li>• Some students have the wrong size instrument.</li> </ul>
7. Instrument Technician's Report	<ul style="list-style-type: none"> <li>• Nov. workshops to teach kids how to care for their instrument and for parents to get info.</li> <li>• Would like to apply for grants, particular from TD Bank.</li> </ul>

	<ul style="list-style-type: none"> <li>• Need to go through all instruments.</li> </ul>
8. Treasurer's Report	<ul style="list-style-type: none"> <li>• Sunny Cho is away. Brent will take care of this month's teachers cheques.</li> </ul>
9. Tours and Concerts Committee	<ul style="list-style-type: none"> <li>• The Bennett Centre Retreat is being moved to a later date. Trying for March 11-12 or 18-19.</li> <li>• Motion to not participate in the Way-Too-Big, Way-Too-Loud event by Helene, seconded by Christine, with all in favor.</li> <li>• No tours are being planned by E.S.P.A.. If SSO wants to organize a tour, they will do it independently and receive no money from E.S.P.A. ACFEA travel itineraries to be provided to Petar for his consideration.</li> <li>• Dec. 13th: The Royal Alberta Museum will be used for the Christmas concert. Piano rented. Access: 1 - 4:30</li> <li>• Feb. 3rd and 4th: Concordia - Tegler Hall for class concerts. 7:00 p.m. concert time</li> <li>• May 16-19th: Concordia - Tegler Hall for class year-end concerts.</li> </ul>
10. Advertising Committee	<ul style="list-style-type: none"> <li>• T-shirts orders due November 15th. Annette in charge</li> </ul>
11. Casino Committee	<ul style="list-style-type: none"> <li>• All went well.</li> <li>• We will get the money on Feb. 14th. \$85,000 est.</li> <li>• C.C. is starting paperwork for the next one.</li> </ul>
12. Bingo Committee	<ul style="list-style-type: none"> <li>• Tuesday Dec. 15th. We will need 9 volunteers.</li> <li>• Only one bingo offered by West End Bingo from Nov. to Feb., 3 bingos less than budgeted for (\$3,000 loss)</li> <li>• Martin Kopchia at AGM wanted to be Chairman.</li> </ul>
13. Fundraising Committee	<ul style="list-style-type: none"> <li>• Selling chocolates at Christmas and class concerts. Ordering 2 cases of almond and 1 case of mint. Motioned by Helene and seconded by Virginie.</li> <li>• New dead lines for fundscrip: Nov. 5th and 26th. We could use a contact from each school.</li> <li>• Need to find a great spring fundraiser. Many ideas considered (toilet paper, sausages, cookie dough, etc.)</li> </ul>

14. Website Committee	<ul style="list-style-type: none"> <li>● Shady Tree Design will keep our site updated for \$50/month starting Nov. 1st 2015. Motioned by Brent, Seconded by Helene, all in favor.</li> </ul>
15. Alumni Committee	<ul style="list-style-type: none"> <li>● Will look for alumni help but is not priority now.</li> </ul>
16. Abuse Committee	<ul style="list-style-type: none"> <li>● Need letters with logo for parents to present to police.</li> </ul>
17. Additional business	<ul style="list-style-type: none"> <li>● The free tickets from Windspear will be distributed to any student on a first come first serve basis. Helene will find out details and contact info.</li> <li>● A \$75-\$100 gift (edible flower arrangement) will be sent to thank previous executive members: Carolyn, Alline and Anna. A motion was made by Helene and seconded by Virginie, all in favor.</li> <li>● Brent will write the newsletters. There will be one for Fall and one before Christmas.</li> <li>● City of Edmonton grant: will know in March and get in May, if anything. \$0 budgeted</li> <li>● AFA grant: need to apply by March 1st. Could mean \$17,000 for us. Still in budget as per AGM info.</li> <li>● Vision Statement: writing and changing the by-laws.</li> </ul>
16. Closing Comments	<ul style="list-style-type: none"> <li>● Motion for meeting to be adjourned by Helene, seconded by Brent, all in favor</li> </ul>

Meeting adjourned at 1:45 p.m.

NEXT MEETING: Saturday, November 28 @ 10:00 a.m. at the M.E.P. Office

Tabled items:

1. Orchestra restructure
2. Spring fundraiser

Action items:

Description of Action:	Action Item Owner	Completion Date
1. Helene will contact Alline about Twitter and Facebook passwords, who are the chamber ensemble kids, who are the contact from Winspear and when are the tickets for.	Helene	
2. Leah will run an instrument workshop.	Leah	
3. Alan taking care of Fundscrip	Alan	
4. T-shirt pre-sale form.	Annette	
5. Brent will look into getting a (used) photo copier	Brent	
6. Helene will contact Petar about International tour with SSO.	Helene	
8.		
9.		
10		