

February Meeting Minutes

Type of Meeting: General
 Meeting Called by: Edmonton String Players
 Association
 Date: February 2, 2019
 Time: 10:00am
 Location: #210, 11803 125 Street



| ATTENDEES | | | |
|-----------------|-------------------|------------------|---------------------|
| Sherlynn Der | Christine Mercier | Joanne MacDonald | Patricia Estabrooks |
| Sheila Albrecht | Brian Dunsmore | Trevor Maj | Darren Caul |
| Noreen Hoskins | Christine Daum | Carla Maj | Jack Mah |
| Loan Huynh | Linda Sahli | Teresa Lank | Junsheng Zhang |
| Joy Tan | Holly McCabe | Walker Xu | Wenwei Yang |

| MINUTES | |
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| CALL TO ORDER: 10:06AM | |
| 1. Introductions | Round Table |
| 2. February Agenda Approval | Motion: Trevor Maj Second: Jack Mah |
| 3. Minutes Approval- January 12, 2019 | Motion: Brian Dunsmore Second: Linda Sahli |
| 4. Report – President <ul style="list-style-type: none"> The following Orchestras and Classes are registered for Kiwanis Music Festival (April 27 & 28) at the Alberta College: (the exact date and time of festival is to be announced in the upcoming months) <ul style="list-style-type: none"> - Orchestra 2, 3 & Singing Strings - Chistina Jang’s violin class level 3, 4, 5, 7 Bingos: Parents need to make sure to notify coordinator if they cannot come. We were short last month because of a parent no show. Too many problems mean we may lose the ability to do bingos. <p>Next bingo is on Feb. 20, Wednesday night. We currently have 6 parents signed up, need 10 plus spares.</p> | Sherlynn Der |
| 5. Report – Treasurer <ul style="list-style-type: none"> Accounts <ul style="list-style-type: none"> — General Operating: \$197, 373.15 — Casino & Bingo: \$20, 825.22 — ETransfer: \$0.83 | Augustine Wong/ Sherlynn Der |

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| <p>6. New Business Report from the sub committee formed last month:</p> <p>a. By-laws and Governance</p> <ul style="list-style-type: none"> -There are basically two ways to set up ESPA. First, we could have a Governance Board making decisions with a paid staff doing the work. Or a Working Board, which is what we currently have. People don't volunteer right now because they don't have time for this task. -The current bylaws are very bare bones, we can improve this to empower the board and make it more efficient. -Eg. empower the board to make financial decisions without having to vote at the monthly meetings. -Increase number of board members -Move to terms of 2 or 3 years, with only part of the board turning over each year so there is continuity. -Need to determine whether program can afford to pay staff to help, how much, what the job descriptions would be, etc. -Question: how do we change the bylaws and who does that? Darren's answer: he is still working on figuring all that out. -Question: can the executive in the future be given incentive such as free classes for a student or something else to encourage them to volunteer? Answer: under the current bylaws that is not allowed, but it could be suggested for the new bylaws. | <p>Brian Dunsmore</p> <p>Darren Caul</p> |
| <p>b. Finance</p> <ul style="list-style-type: none"> -Trend analysis - Registration peak year was 2016, it has dropped each year since. -we need to look at fees as membership in the organization, not fee for service. This will change the way people relate and contribute. -enrollment: violin classes are the biggest, with the lower levels having the most students. -revenue from registrations doesn't cover the teachers, which is why we need casinos/bingos -we might need to raise the fees -set a minimum threshold of how many teachers and students we need to make the program feasible -Comment from Sheila- Bingos take a lot of work to get everyone there and only bring in \$800 per month. Can we earn that money somewhere else more efficiently? -We need a strong Chair on the committee to work on these things. | <p>Noreen Hoskins</p> |
| <p>c. Space for Operations and Programs</p> <ul style="list-style-type: none"> -Edmonton Public Schools: still working for the next year at least -Westbrook School is stable, same music teacher and principle who are willing to support MEP -Feb. 22, Patricia and others are meeting with Mr. Wright from EPS to see if they can facilitate using their space. Potential to revisit relationship between EPSB and MEP -Orchestra: currently at McNally School, paying \$174/week for two rooms. Problem is that school activities take precedent so we have to move to different location on those days. -Churches: costs \$125/night, which is a standard price for all churches. Fairly stable but expensive. | <p>Patricia Estabooks/ Sherlynn Der</p> |

- Taylor Seminary: willing to let us have the space for \$100/night. Can store music stands etc. But only Monday and Wednesday nights available and only one room.
- Meeting with Realtor: maybe we could rent a house. How would zoning work?
- Noreen Hoskins: company she works with has space – it's in St. Albert
- Long term it would be good to have locations spread more evenly through the city

d. Program Needs

- Survey started for past and current teachers to find out their perspective
- Teachers Comments:
 - parents don't take the program seriously because it is low in cost
 - It's time consuming to teach without resources
 - Teaching more students should mean more money
 - need an administrator to coordinate between teacher and parents

Patricia's Response: we HAVE curriculum resources, but the teachers don't take advantage of them

Joanne – we need someone to not only communicate, but to lead, train, and monitor the teachers, plus we need a way to ensure that teachers participate in the process so that everyone is working together and getting the support that they need

Brian – How can we go forward in designing this position?

Sheila – we need to prepare for NEXT year first, then take time to redesign everything for long term success. We need to confirm with teachers and schools and start getting ready for enrollment to open in the spring

Patricia and Sherlynn both suggest that we continue with current teachers, move current classes up, but don't start any new beginners. This will give us a year to make the other changes.

Noreen asked about why we wouldn't start any new beginners if the beginning level classes are where the bulk of our students are. Answer from Sherlynn: right now, if the current students all move up a level with their current teachers and in the current locations, we don't have space in the schedules to offer beginning classes.

Joanne - The AGM can't be until the last 4 weeks of the program year, but we need to know that we have a board ready to go before then. We need to start accepting nominations and make sure that there are enough volunteers ready to go forward. Without a board, there will be no program, and we can't start enrollment in April if we wait until the AGM to know what's happening.

Brian - we can start looking outside the program for board members as well.

7. Upcoming Important Dates

- Casino: May 29 & 30 (will look into giving away our May Bingo so we don't have to do bingo and casino in the same month)
- Bingo: Feb. 20 (need to finish commitment until at least June, then we can think about dropping bingo for next year if we don't think they are bringing in enough revenue)

8. Next Meeting

Date: Saturday, March 9, 2019
 Time: 10:00am
 Location: #210, 11803 125 Street

Trevor Maj

Discussion

MEETING ADJOURNED: 11:37AM