

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

Time 6:45pm - 8:00pm

Call to Order 6:45 pm

Adjourned 8:20 pm

Location Victoria School of the Arts

Next Meeting May 14<sup>th</sup>, 2015

### Attendees

Brent Gustafson	Annette Gustafson	Jackie Graham
Sunita Coloma	Alline Cormier	Anna Lu
Laura Erkhart	Ted Tessier	

Agenda Item	
1. Introduction of all Attendees	- Round table introductions completed
2. Approval of Agenda	- Amendments to add hand bell, instructor/conductor contract changes and teacher gifts under New Business
3. Approval of minutes from April 9 <sup>th</sup>	- Tabled until next meeting

Agenda Item	
<p>4. President's Report</p>	<ul style="list-style-type: none"> <li>- Bridgebuilding:</li> <li>- Carolyn met with incoming chair of U of A Music department Bill Street &amp; Dr. Guillaume Tardif. Would like to have further collaboration and tie-ins with U of A, while of course remaining independent group to preserve fundraising ability (through casino and bingo licenses, and grant writing)</li> <li>- Carolyn met with Winspear/ESO head Annemarie Petrov and Director of Educational Outreach Alison Kenny-Gardhouse. Will commence with joint activities and promotions, including ticket offer to ESO/Winspear performances, possible space usage, workshops with ESO musicians and cooperative events with YONA System program. We will discuss how this will occur in detail for upcoming seasons. First initiative is SSO mentorship "pizza" event with YONA students on Monday June 8. This will be one hour where SSO students can mentor the young YONA players, and spend some social time in a pizza dinner at a YONA host school.</li> <li>- Make up classes for lessons are week of June 5<sup>th</sup> , need time to organize the timing</li> <li>- Filming is underway for use in advertising/marketing and hopefully future production. Camera Person will be on SSO school tour on May 19, and at group class concert (also that night). I would like to apply for AFA Project-Based grant to support a full-blown production.</li> <li>-</li> </ul>

Agenda Item	
5. Administrator's report	<ul style="list-style-type: none"> <li>- Busy with brochures, letters sent to EDM Public and Catholic</li> <li>- 35 schools in EDM, 4 in St Albert, 6000 brochures have been sent out of 10,000</li> <li>- Some school have been nice and others not as much</li> <li>- Audition in April and May and letters sent out to students where they have been placed</li> <li>- More audition in June, SSO have 4 registered for auditions and 15 for other orchestras</li> <li>- Registrations are coming in: 65 registered so far which is low from last year this time, mass email will need to be sent out to encourage registration</li> <li>- There was a lack of guitar classes offered, need more beginner classes, especially George P Nicholson. To be able to do this, we would need another instructor.</li> <li>- Ted offered a mixed beginner and intermediate class</li> <li>- We need good substitute teacher, add for Kijiji will be posted tonight</li> <li>- Teachers meeting was attended by Annette and it went really well, there were about 7 attendants, some comments were: <ul style="list-style-type: none"> <li>- Report cards have been handed out to instructors except Christina Yu</li> <li>- Teachers would like direct deposits but it is too expensive for the program (\$200 cost per month)</li> <li>- Instrument supplies - would like cello belts with the rentals</li> <li>- Provide options to parents to buy shoulder rests/ sponges at time of rentals for students to purchase</li> <li>- Year end concerts - Would like to have the concerts the same night as their lessons but the scheduling isn't easy to accommodate</li> <li>- Instruments returns, there are instructors are willing to help</li> </ul> </li> </ul>

Agenda Item	
6. Treasurer Report	<ul style="list-style-type: none"> <li>- Anna Lu's update - Income \$122, 390.70 and expense \$172,891.55.</li> <li>- Some of the bigger items are the honorariums, \$105,410.05</li> <li>- Advertising and promo - \$8,900 which includes website design, magnet sign and logo, abuse insurance is a cost of \$3,000</li> <li>- \$15,000 city grant, applied for in October which is great.</li> <li>- General account balance \$75,384 and casino account \$4,919.75. Need to ensure we use up casino account on time</li> </ul>
7. Teacher Report	<ul style="list-style-type: none"> <li>- Ted's update - Good to get some new people on audition panel</li> <li>- Leah is interested in doing instrument inspection</li> <li>- Ted trying to confirm who will play in teacher orchestra, Leah, Matt and Amy are co-organizing the concert</li> <li>- For concerts teachers need to arrive early to ensure there is sufficient time to rehearse</li> <li>- Calendar needs to be worked out for next year, year end concerts for groups are next week</li> <li>- Trying to determine a location for year end recitals for next year as Tegler hall is small and people leave in the middle of the concerts.</li> <li>- Conductors search is going well, there are 3 to decide from</li> <li>-</li> </ul>
8. Advertising and Publicity Committee	<ul style="list-style-type: none"> <li>- Business Cards have been requested from Curio Design (formerly Woodward Design).</li> <li>- Carolyn has requested ad pieces (posters, cards, template program, ads) as per graphic design grant proposal</li> </ul>

Agenda Item	
9. Tours and Concerts Committee	<ul style="list-style-type: none"> <li>- School tours went well this week</li> <li>- There was a small glitch with one of the schools where it was thought to be a cancellation to a new school was booked in place, but that wasn't the case.</li> <li>- This year there was about 45% participation in the tours as opposed the 100% that was in the past</li> <li>- Bennett Centre: Book facility for next year, need to table this discussion until next meeting</li> </ul>
10. Fundraiser Committee	<ul style="list-style-type: none"> <li>- ESPA was denied grant from Alberta Government for full funding of Program Coordinator position and funding of new Program Director (Artistic) position. Rationale not given, short letter stating that they do not have money to fund everyone.</li> <li>- ESPA was denied AFA Operating grant. Rationale is that we must have two full seasons operating independently "in the black" before we qualify. I had previously understood that we need only one season but this is not correct. We will qualify for next round, being March 1, 2016. Barb Mah at AFA encouraged us to apply for Project-Based grant, due June 1.</li> <li>- TD MusiCounts: Applied for full amount of \$25,000 to be put toward instrument purchases of cellos and basses.</li> </ul>
11. Website Committee	<ul style="list-style-type: none"> <li>- New website up. Working on mobile platform conversion. Several matters need to be followed up on, including writing copy for description of each class. I have assigned these tasks to various ESPA members, but will need to follow-up and make sure completed in next week or so.</li> </ul>
12. Bingo Committee	<ul style="list-style-type: none"> <li>- Laura's update - Bylaws are now signed, separate account needs to be opened.</li> <li>- Brent and Laura went to bingo but it was already taken for "Care it". We have to reimburse Parkallen Comm the \$500 they fronted.</li> <li>- Laura will submit forms to get the bingo license going</li> </ul>
13. Alumni Committee	<ul style="list-style-type: none"> <li>- Ted needs to meet with Carolyn/Alline to go through list of alumni to figure out how to integrate the committee more.</li> <li>- Alline will reach out to</li> </ul>

Agenda Item	
14. Casino Committee	<ul style="list-style-type: none"> <li>- AGLC Casino package arrived today</li> <li>- We have been assigned a place to Century Casino on Fort road. Dates Monday Oct 26<sup>th</sup> and 27<sup>th</sup></li> <li>- We need 40 positions filled</li> </ul>
15. New Business	<ul style="list-style-type: none"> <li>- Copy from Carolyn's email</li> <li>- Motion to discuss about amendments to contracts for instructors</li> <li>- They get paid to attend all staff meetings at half rate but for new this year, if instructors do not attend they will be penalized \$50 per month on honorarium per missed staff meeting, they will be allowed 4 misses of meetings per year.</li> <li>- Motioned by Brent, seconded by Alline. 5 yah's and 1 nay's</li> </ul>
16. Old Business	
17. Closing Comments	

Meeting adjourned

**Tabled Items**

Item No.	Date Logged	Item

**Action Items**

Item No.	Date Logged	Description	Action Item Owner	Completion Date
12/07/14		1. Carolyn to check into Fort Edmonton Park location for Feb group concerts	Carolyn	In progress
01/11/15		2. Alline to email marketing committee to get together and create a sponsorship	Alline	In Progress
01/11/15		3. Carolyn to send Alline info on Alumni committee	Carolyn	In Progress
01/11/15		4. Sunita to find out how to get auto receipts for online donations	Sunita	In Progress

01/11/ 15	5. Carolyn looking into booking Convocation Hall for Dec 13 <sup>th</sup> Winterfest	Carolyn	In Progress
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