

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

Date: Monday, August 15th, 2016

Time: 6:30 - 8:30 p.m.

Call to Order: 6:45 p.m.

Adjourned: 9:15 p.m.

Location: MEP office (210, 11803 125St)

Next Meeting: Aug 22nd, 2016, 6:30pm MEP office (210, 11803 125 Street, Edmonton)

Attendees:

Alan Jones	Dean Twardzik	Patricia Estabrooks	Allison Stewart
Helene Butler	Christine Twardzik	Mickey Cameron	Gabriele Thielmann

1. Approval of the agenda.

Need to add 50/50 draw proposal to the agenda. Christine made a motion to approve the agenda and Alan seconded. Carried.

2. Approval of the minutes of the July 16th meeting.

Alan motioned to approve the July 16th minutes. Helene seconded and it was carried.

3. 50/50 draw

At the Bornoff workshop, there was a discussion on ways to fundraise. Selling 50/50 tickets was suggested. Christine motioned to apply for license from AGLC so we can initiate 50/50 draws starting with the Dec. 10th concert. Alan seconded. Carried.

4. Financial Update

Accountant is still working on the account and is suggesting we get a separate account for the bingo money. Our year end is at the end of August. Alan motioned to have an account for bingos so the money is easier to track. Dean seconded. Carried.

Alan motioned that the office lease be renewed for another year. Helene seconded. Carried.

5. Review of Bornoff Workshop

All teaching staff attended the Bornoff workshop and are on the same page. It was a very new approach for the teachers. A dozen kids came to the jazz workshop. Mickey suggested that we send some feedback to FASE in the form of a letter, including pictures, etc. Along with a thank you card from the executive.

6. Artistic Coordinator Position

A new contract has been written describing the responsibilities of the position. Alan motioned to renew the position of Artistic Educational Coordinator starting on Aug. 16th, 2016 to Aug.15th, 2017 offering a rate of \$1,500 monthly. Christine seconded. Carried.

7. Approval of teacher contracts 2016-2017 season

A new instructor/conductor contract has been written. Christine moved to approve the new contract. Dean seconded. It was carried.

8. Instrument Coordinator position

No additional support staff needed at this time and the idea of hiring additional staff will be revisited as required.

9. Instrument update: status of bass instruments, new strings, new instrument rental forms.

Tabled the bass issues until next meeting.

We will wait to know how many guitars we need before we order more.

Christine moved that we use this rental agreement as presented by and have printed in triplicate form to have it ready in time for beginning of 2016-17 season. Alan seconded. Carried.

Tabled string issue as well.

10. Music Library

Deferred.

11. Volunteer policy and related changes to website

On the website it was not clear that we were expecting a volunteer deposit check. The ones that have been received will be returned. Alan moved that we drop the volunteer deposits for this year. Dean seconded. It was carried.

12. Registration update and review of class size policy

Tabled until next meeting as the numbers of registrants are still changing.

13. Fundraising activities 2016-2017 season

Tabled

14. Annual General Meeting and executive elections

Helene motioned to have the Annual General Meeting and executive elections on Saturday October 1, 2016 at 10am at the office. Christine seconded the motion and it was carried. Helene will oversee the provision of light refreshments.

15. Next meeting

August 22nd at 6:30pm

16. Adjournment

Meeting adjourned at 9:15pm.