

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

Date: Saturday, February 4th, 2017

Time: 9:00 a.m. - 11:00 a.m.

Call to Order: 9:10 a.m.

Adjourned: 11 a.m.

Location: MEP office (210, 11803 125St)

Next Meeting: March 4th, 2017, 9:30am MEP office (210, 11803 125 Street, Edmonton)

Attendees:

Alan Jones	Debra Dawe	Gabriele Thielman	
Helene Butler	Anh Le	Martin Kopchia	

### 1. Approval of Agenda.

Allan would like to add an item: the sale of the surplus instruments. Alan moved to approve the agenda as amended. Helene seconded. Carried.

### 2. Approval of January 7th minutes

Debra moved to approve the minutes. Anh seconded. Carried.

### 3. Upcoming 2017/2018 projected budget

- We have \$151 000 in our accounts. Anh will move money over to the account that collects more interest.
- The bingo has been giving us \$850 per month.
- The treasurer presented the projected budget. It was followed by discussion.

- Debra motioned to discontinue the family discount for ease of administration. Martin seconded. Carried.
- Helene motioned that registrations are to be accompanied with full payment and volunteer deposit prior to 1st class in September. If a child withdraws before Oct. 15th, he or she will be entitled to a 50% refund, but if withdrawal is done after the 15th, there will be no refund. If instalments are required, our website will direct to call the office. Debra seconded. It was carried.
- Debra moved that parents will turn in a \$150 volunteer deposit check postdated June 1st. This should correspond to roughly 6 hours of volunteering per child. Allan seconded. Carried. To be posted on website.
- Kiwanis Festival fees are paid by MEP.
- CRA was sent and all is in order.
- Martin moved that for budgeting purposes we keep a \$5-10 000 cushion. Alan seconded.

#### **4. Policy Review**

Debra made motion to table the review of policy. Helene seconded. Carried.

#### **5. Update**

- Concert venues have been booked for year end concerts. This is the last time we can use the Royal Alberta Museum. Orchestra concert will be held on May 28th.
- Realtor is looking for a new office space for us.
- Previous casino chair CC Boonstra is willing to head the 2017 casino booked for Oct. 24th.
- Debra is looking for a website design company that would improve our website.
- We will be able to use the St. Albert schools but would like a written permission.

#### **6. Odds & ends**

- As part of the Music Counts grant, we will need to send a video and pictures.
- To show our teachers and conductors we appreciate them, Helene motioned that we give them a pair of movie tickets and a Joeys gift card. At the year end concert, we will have flowers for them. Martin seconded. Carried.

- An ex-student is renting a cello. The terms were negotiated by Debra.
- Alan moves that we allow Patricia to sell the broken instruments. Debra seconded.  
Carried.

## **7. Adjournment & next meeting**

Adjourned at 11:00 a.m.

The next meeting will be held on March 4th, 9:30 am at MEP office.