

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

Date: Saturday October 7, 2017

Time: 10:00am – 12:00pm

Meeting commenced: 10:10am

Adjourned: 12:00pm

Location: MEP office (210, 11803-125 Street)

Attendees:

Alan Jones	Debra Dawe	Joanne MacDonald	Gabriella Rozsa
Mickey Cameron	Tracy Lee-Kong	Patricia Estabrooks	Courtney Cline
Holly McCabe	Omar Rahaman	Alex Jagoldas	Karen Hipson
Jeff Hipson	Yan Xu	Darcia Hoover	Kelvin Yong
Judy Lewis	Martin Kopchia	Susanna Xu	Raymond Lai
Christine Twardzik	Yu Zhang	Nicole Chen	Yelynn Woo
Everett Wong	Judy Frank	Harish Devanathan	Sherlynn Der
Wei Ming Chew	Florance Cho	Gabriele Thielmann	Yubin (Annie) Wang
Teresa Lank			

1) Welcome to parents and ESPA members. Reviewed non-profit status and goal of program; providing quality, accessible string music education for children. Reviewed status as volunteer run program.

2) Review of minutes from previous AGM. Motion to accept by Mickey Cameron. 2nd Alan Jones. Voted. Motion passed unanimously.

3) President's report:

a) thank you to all casino and bingo volunteers. Reiterated need for continued volunteer support to run program.

b) reviewed accounting process and management of financial data with current Excel vs. Quickbooks.

c) Quickbooks software \$126 for non-profit organization. Information will need to be transferred from current Excel spreadsheets to proposed Quickbooks.

d) New program will enable more accurate and up to date financial data and expenses.

e) Martin Kopchia offered to help familiarize those interested in Quickbook use.

f) Alan Jones offered to facilitate and complete transfer of data.

g) Courtney Cline volunteered to assist with data transfer.

h) Mickey Cameron wondered if accountant would be available to transfer data from Excel to Quickbooks.

i) Motion to move to Quickbooks using volunteers to transfer data by Alan Jones.

j) 2nd Yelynn Woo.

k) voted; motion passed unanimously.

4) Future of Music Enrichment Program:

a) difficulty filling group classes: discussed possible reasons; changing priorities for families, time constraints, fewer offerings, lack of advertising

b) ongoing difficulty with access to EPSB schools at no cost for classes. Discussed difficulty with changing administration and no centralized permission for school usage. Time consuming with no real guarantees of space.

c) orchestra program currently filling financial void of some classes. Also briefly discussed orchestra as unique in its offering in the city.

d) currently approximately 206 enrolments in the program per Alan Jones. Not an exact number. Does not reflect dual enrolment in both class and orchestra.

e) Gabriella Rozsa proposed advertising on School Zone. Each school needs to be contacted individually for School Zone. Discussed need for further advertising. Aware of limitations on time with small executive and no previous volunteers.

f) Motion to increase volunteer positions by Everett Wong. Aware positions already exist within ESPA but have not been previously filled. Discussion of voting in "members at large" to executive. Bylaws reviewed, 4 person executive only. All parents are members at large with voting capacity.

5) Grants:

a) TD Music Counts Grant: \$25,000 awarded towards cello purchase and repair. All monies have been utilized.

b) Rogers Communications Grant: \$23,000 towards new violins.

c) upcoming City of Edmonton Grant: application pending. Money can be used towards operations costs.

6) Financial Statements:

a) motion to approve current financial statements by Everett Wong

b) 2nd by Gabriella Rozsa

c) voted and carried. One against.

7) Executive Board Nominations:

a) President: Alan Jones (2 votes), Sherlynn Der (22 votes)

b) Vice President: Alex Jagoldas (2 votes), Wei Ming Chew (26 votes)

c) Secretary: Judy Frank uncontested. By acclimation.

d) Treasurer: Yubin (Annie) Wang uncontested. By acclimation.

8) Auditors: need 2 parent volunteers to audit financial documents.

a) Martin Kopchia to contact parents Darcia Hoover and Nicole Chen to arrange time and place to complete financial audit.

9) Volunteer Positions:

a) Volunteer co-ordinator: Joanne MacDonald

b) School Contact: Florance Cho (primarily for Kildare school)

c) Event co-ordinator/venue: Karen Hipson

d) Social Media: Karen Hipson, Christina Jang, Christine Twardzik

e) Advertising: Teresa Lank, Kelvin Yong

f) Fundraising: Everett Wong

g) Grants: Raymond Lai

h) Bingo: Martin Kopchia will continue until another volunteer co-ordinator steps forward.

Next General Meeting: Saturday, November 4/17 at 10:00am.

Meeting Adjourned: 1200h