

Music Supporters Group

'Working Harmoniously Together'

Minutes: Monday 24th April, 2023 @ 6:30pm

1. Welcome, apologies and introduction of new members.		
Person	Details	Action
Mel	<p>Mel welcomed members to the meeting as the new MSG president.</p> <p>Attendance: Melissa Bolton, Lyndall Schulze, Sharon Rogers, Anita Morgan, Chris Pitstock, Jodi Cross, Kerry Riley, Rob Stephan, Karen Lowe, Jacqueline Carter, Iris Kugelman, Tamea Ramsay, Matthew Ramsay, Kellee Green, Lisa Heard, Abbie Brooke</p> <p>Apologies:</p> <p>Ben Myers has moved on to another school and sends through his thanks for the years working with the MSG</p>	
2. Confirmation of Minutes of last meeting (Monday 6 th March, 2023)		
Person	Details	Action
Mel	<p>Minutes accepted as accurate record of the meeting held 6th March, 2023</p> <p>Moved: Sharon Seconded: Anita</p>	

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3. OUTSTANDING / ONGOING ACTION ITEMS				
Item No.	Action item detail	Person responsible	Due date	Outcome
1	Confirmation of date of tour group visit	Kellee	April Meeting	Kellee has emailed the coordinator and is awaiting a reply
2	Piano purchase research update	Kellee	Ongoing	Kellee to begin 'shopping' this week
3	Decide on Next fund-raising goal for MSG (after Piano)	Kellee	Ongoing	TBC
4	Mel to have coffee with Steve Brown to discuss parent/community engagement ideas	Mel	ASAP	Ongoing
5	Mel and Executive Team to review 2022 events	Mel	ASAP	Ongoing
6	Sharon and Anita to complete RSA	Sharon / Anita	Before MID	Almost completed – will be done in time for MitD
7	MSG executive to provide numbers and expiry dates of blue cards of exec to SPSSA	Lisa/Mel	ASAP	Lisa to send through
8	MSG members to come to next meeting with new ideas for MID	ALL	April Meeting	Completed
9	Lisa to update WhatsApp group and add Kellee	Lisa	ASAP	Completed
4. Music Department Report				
Person	Details	Action		
Kellee	<p>4.1 Choral retreat last weekend – St Paul's Singers – went well – great preparation for upcoming gigs</p> <p>4.2 QYMA, - 5 groups/ensembles competing over 2 weeks</p> <p>4.3 Brisbane Jazz Festival for Big Band in the same week as QYMA</p> <p>4.4 Solo comp round 1 auditions (requiring a bit more rigour for auditions due to high numbers of participants) – Final on the final Friday night of term. The head of the Conservatorium has been booked to adjudicate.</p>	<p>Kellee: Dates and details for Tour Group visit.</p> <p>Kellee: Piano purchasing - ongoing.</p>		

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	<p>4.5 Music in the Dark our major concert for the year – most ensembles perform from across the school</p> <p>4.6 Piano – Kellee is looking at grand pianos this week</p> <p>4.7 Chamber groups to play/sing at the aged care home Bald Hills</p> <p>4.8 Tour group visit – Wednesday 19th July – still waiting to hear back from them</p>	
5. Correspondence Report		
Person	Details	Action
Lyndall	<p>5.1 Correspondence Inwards: Nil</p> <p>5.2 Correspondence Outwards: Nil</p> <p>5.3 Business/Actions arising from correspondence: Nil</p>	
6. President's report / Association Report/5.1 Business/Actions arising		
Person	Details	Action
Mel	<p>5.1 SPSSA is reconfiguring their roles and purpose</p> <p>5.2. Treasurer is working on streamlining payments etc...</p> <p>5.3. Melissa met with Kellee and Megan on Friday to do preliminary planning for Music in the Dark this year.</p> <p>Kellee went through the events happening during the year – solo comp is an additional fundraiser – when the music tour group are visiting, MSG members will help with catering for the students – Con Brio (our second biggest fundraiser) – Kellee organizing past students to come to join in – Battle of the Bands – catering is kept quite simple – Junior School ensemble (sausage sizzle and soft drinks in the afternoon before they begin)</p>	
7. Treasurer's Report		
Person	Details	Action
Lyndall	<p>No income or expenditure since previous meeting</p> <p>Lyndall getting familiar with new SPSSA processes</p> <p>\$19,588.86</p>	

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8. General Business		
Person	Details	Action
	<p>8.1 What's app for communication</p> <p>8.2 MitD – 27th May</p> <ul style="list-style-type: none">- to be held on the lawned area just up from the Junior School undercover area behind the Innovation Centre- Looks like being a fantastic space – flat, plenty of power, lighting and covered spaces for stalls etc...- Two large gazebos – one already has an electric bbq in it – both have lights – will set bbq area there as well as cakes and Ollie's- Will need the fridge from Walker and the cold room trailer – the 2nd gazebo will house the bar- Melissa went through the event planner	<p>Lisa to What's App and update contact list</p> <p>Battle of Bands fundraising idea – coloured/crazy hair (Jacinta's mum)</p> <p>Jodi to send through details for bin signs to Mel – Mel will get it printed at the Music Centre</p>
9. Next meeting: 5 th June, 2023		
Meeting Closed: 8:10 pm		

President's Report:

MSG Presidents Report – 24th April 2023

The SPSSA is progressing with the workshops on the purpose of the SPSSA to St Pauls and the St Pauls Community. They will be inviting the executive members of each supporters group to participate in these workshops.

The SPSSA treasurer has been working on streamlining payments, reimbursements, and reconciliations. There are new processes for these processes which I will discuss with our treasurer. Including the numbering of reimbursement forms and using the forms in the eftpos machine boxes to ensure funds are allocated appropriately.

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I had a great meeting with Kellee and Meagan to discuss Music events for the year and do some preliminary planning for Music in the Dark. This is our biggest fundraiser for the year so I'd like to see us working smarter this year not harder. We will go over this more in General Business.

Our other commitments this year are a mix of new and old events:

- Solo Comp Final (fund raising) – 6.30-9 about 200pp we provide Bar, Drinks and Snacks
- Music Tour Group Visit – help with cooking or serving dinner in the evening in between the rehearsal and performance.
- Con Brio Past Student Rehearsal – provide a free BBQ dinner
- Con Brio (fund raising) – 8 sept - Bar, Drinks, Snacks and Cheese Platters
- Battle of the Bands (fund raising) – after school BBQ Snacks and Soft Drinks
- Junior School Ensemble (new fundraising) – Sausage Sizzle and Soft Drinks (3-4pm only)

Treasurer's Report:

N/A

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