

# MOUNT LAWLEY SENIOR HIGH SCHOOL

## Music Support Group

**Date:** 5:30pm, Thursday, 20 February 2025

**Venue:** Music Room 3, MLSHS

**Attendees:** Dijon Summers (Teacher Representative), Michelle de Rozario (Performing Arts Program Coordinator), Shahna Gallagher (\*Voting Members) (SVAPA Coordinator) (first 15 mins of meeting), Kieran Looby\* (Chair/ Treasurer), Helen Pelusey\* (Secretary), Kevin Keary\*, Preeti Ramdoyal\*, Julie Eglin\*, Amanda Humphreys\*, Tim Jewell\*, Melinda Boss\*, Karen Hayward, Milton Lima, Mal Cook, Gee Yap, Lauren Gray, Cynthia O'Brien Lynch, Shane O'Brien-Lynch, Versaben Patel, Michelle Lehmann, Monique Wielinga, Sam Hastings-Fernance, Ben Harvey

**Apologies:** Grant Ferstat\*, Bek Ledingham\*, Rowena Smith

### 1. Welcome and Apologies

Kieran Looby opened the meeting at 5:35pm, noted the apologies and welcomed everyone. A quorum was met. No conflicts of interest were recorded.

Dijon Summer provided an overview of the Music Department for new parents:

- Currently 415 students, 17 IMSS staff and 4 classroom staff –Nami Cheng joined the department from Churchlands this year.
- The Admin Assistant is Denise Cleasby – look out for emails from her.
- There are many ensembles including: 4 Concert Bands, the Feeder School Program, 2 String Orchestras, 2 Classical Guitar Ensembles, several Jazz Ensembles, 4 Contemporary Ensembles, 2 Big Bands and the Choir.
- It was noted the concert format will change this year from a one-hour concert every week in Term 3 to fewer 2-hour concerts across the year. An email with the dates has gone out.
- Some ensembles will perform at Arts Day in Term 1 Week 9, the Lawley Art Auction in June and at the End of Year Sundowner Concert in December.
- Lots of other gigs coming up including as part of the MLSHS 70<sup>th</sup> Birthday. As part of those celebrations, there will also be an alumni concert on 12 May at Geoff Gibbs Theatre at WAAPA. The String Orchestras have been invited to play at the WA Government Make Music Concert later this year.
- The latest advice is that WAAPA's move out of the Mt Lawley Campus is running to schedule and will happen at the end of this year. This doesn't guarantee when MLSHS will gain the WAAPA facility but is good news.

Kieran provided an overview of the Music Support Committee:

- All music parents are welcome to attend and the Committee can have up to 20 paid up voting members.
- Meetings are held twice a term and members also volunteer at fundraising events throughout the year.
- Main function of the committee is to help raise funds and then approve the allocation of those funds. Between \$30-40,000 is spent per year.
- The funds are used for the purchase and maintenance of instruments and equipment, photography, workshops etc-
- Some funding comes from parent contributions (around \$7,000), the concert series ticket sales, sausage sizzle etc at the Sundowner but the biggest contribution is from the Lawley Art Auction in June. This includes an art auction, fixed price art sale and raffle (which accounts for a large percentage of the income). Last year it raised \$44,000. The proceeds are shared 50:50 with the SVAPA program.

- The LAA also needs new Committee members if anyone is interested. This involves intensive but very rewarding work from February to June each year and is a fabulous Committee to be a part of. There are well-established, well-documented processes but there has also been a lot of innovation in the last couple of years. If you can't join the committee there is a '[No Fuss Fundraiser](#)' underway. You can make a donation towards the event organisation and each \$10 contributed will give you one entry into the draw to win \$150 in Woolworths Gift Vouchers.
- The next MSC meeting will be the AGM and the Office Bearers will be elected. Due to LAA commitments, Kieran will step down as Convenor, so we will be looking for nominees. He will continue as Treasurer unless someone else is keen to take that on and he can provide training.

## 2. Previous Minutes

Accept the Minutes of the 20 November 2024 meeting as a true and accurate record.

Moved: Helen Pelusey..... Seconded: Kevin Keary Resolution: Passed

## 3. Actions arising from previous minutes

Action	Status
Update on purchase of black and white photo canvases. (Dijon)	In progress. Will place order as soon as 2025 accounts are available.

## 4. Music Department Report

Update on activities and upcoming events:

In addition to the above information, the Year 7 Welcome BBQ is next Tuesday 25 February from 5-7pm. There will be an opportunity to visit your child's community, a sausage sizzle and a couple of bands will play.

## 5. Funding Requests

The committee voted on the following motions:

**M2025.02.20.01** Allocate up to \$200 for additional 2024 Sundowner food expenses. (Original motion was insufficient to cover member reimbursements).

**M2025.02.20.02** Allocate up to \$350 for additional 2024 Sundowner drinks expenses. (Original motion was insufficient to cover member reimbursements).

**M2025.02.20.03** Allocate up to \$1000 to 2025 sundry expenses and member reimbursements. This will ensure there is a fund available to reimburse members promptly if they have to make payments on behalf of the Committee eg for fundraising events)

**M2025.02.20.04** (Non-financial motion ) Reconsider the dates MSC meetings are held each term to align with the P&C meetings to streamline and speed up the approval of motions. Kieran asked if the P&C can align with us but they have to hold their meetings one week after the School Board meetings.

Moved: Helen Pelusey ..... Seconded: Kieran Looby      Resolution: Passed

**Action:** Adjust the Music and SVAPA Sub-Committee meeting dates to align with the P&C meeting dates for efficient passing of motions..

## **6. Treasurer's Report**

- Kieran tabled the Treasurer's Report to 9 February 2025 (See Attachment 1). There is over \$100,000 in the bank, with around \$46,000 in committed funds, leaving approximately \$60,000 in uncommitted funds.
- There is approximately \$2500 to be transferred from the SVAPA account from Square reader takings at the Sundowner catering and Camp Rock Bakesale, but SVAPA has no treasurer at the moment to action. The Square readers are set up for payments to go into the SVAPA bank account, so they transfer the funds to us. Kieran has tried to get the P&C to fix this up, but it is complicated.
- P&C have developed a procedure manual on making payments etc which is a great step.
- MSC has lots of cash in the bank and is only earning 0.1% per annum. Finding a better account would be an easy way to make money. The P&C advised the only option is to open a bank account with a good interest rate at another bank and transfer the money.

**Action:** Investigate better interest-bearing accounts for MSC funds.

- The main P&C AGM will be at their next meeting on 10 March if anyone is interested in attending. There will be opportunities to nominate for an Office Bearer role. Having people with sub-committee experience could be useful as they will have a good understanding of how it all works.

## **7. Update on Grand Piano Purchase**

- Kieran provided the background for new parents. In summary, at the October 2024 meeting after many discussions and the development of a business case, the committee approved a motion to set aside 50% of the money in the bank and 50% of the money raised annually to accumulate over several years for the purchase of a grand piano. This is for the move to WAAPA, where there will be an appropriate place to house it. This is another reason a good interest-bearing account is required. The motion was passed by P&C at their meeting on 17 February 2025.

## **8. Social Media / Communications Report**

- Nominations for the position of Social Media Communications Coordinator will be open at the AGM if anyone is interested.

## **9. Fundraising Events and Activities**

- The End of Year Sundowner Concert was held on 6 December 2024. It was a very successful and enjoyable night. It doesn't usually bring a huge profit. Funds are spent on a sound engineer, lighting and the catering stall supplies, so at most it makes a couple of hundred dollars.

- Playlovers Theatre Group performed Camp Rock the Musical in the Tricycle Theatre in the school holidays. They donated the profits from ticket sales to the preview night on 16 January to the MLSHS performing arts programs. The Music Committee was also invited to run a fundraising bake stall on the evening, which raised \$147. Thanks to those who baked and manned the stall for night.

#### 10. New Business other business for noting

- Amanda Humphreys introduced herself to new parents. She is a former parent at the school and continues to provide the photography services for each of the concerts and arts events over the year. This is funded by the Music Support Committee and the photos are made available free of charge to parents. Notifications are sent out via [Facebook](#) and the [mailing list](#) when they are available for download.
- The main P&C are funding the paid version of Sign-Up Genius. We use Sign-Up Genius for volunteer signs ups over the year and have used the free version to date. The paid version has additional features.
- In response to a parent query, it was noted that some of the Year 7 music students will not have been allocated to an ensemble yet eg electric guitar players. This will usually happen before the end of Term 1.
- It was noted that Brad O'Dea, a new Year 9 parent, was unable to attend tonight's meeting but would like to propose a new initiative. When he worked in schools in London in the early 2000s, they would appeal to the community for donations of unwanted/ unused instruments eg from people who played through high school but gave up as adults. They would offer to add an engraved plate to the instrument with the donor's name. This provides instruments for students who may not otherwise be able to afford them. It is proposed the Committee discusses at a future meeting how this might work at MLSHS.

#### SUMMARY OF ACTIONS ARISING:

- Investigate better interest-bearing accounts for MSC funds.
- Adjust the Music and SVAPA Sub-Committee meeting dates to align with the P&C meeting dates for efficient passing of motions.
- Include at a future meeting a discussion on the possibility of a community appeal for the donation of unwanted instruments.

Meeting closed: 6:30pm

#### NEXT MEETING

<b>Date:</b> Thursday 20 March 2025 Week 7 Term 1	<b>Time:</b> 5:30pm	<b>Venue:</b> Music Room 3	Please enter school through rear gate off Learoyd St (accessed via Stancliffe St)
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MLSHS P & C ASSOCIATION  
 MUSIC SUB-COMMITTEE - CASH BOOK, AVAILABLE FUNDS  
 09-February-2025

BANK RECONCILIATION

Opening balance	07/11/24	\$ 85,784.76
Add: Deposits		
	Bank Interest	\$ 0.70
	Bank Interest	\$ 0.73
	Bank Interest	\$ 0.92
	Parent Contribution 2024 Pt2	\$ 1,121.00
	LAA 2024 Disbursement	\$ 22,000.00
	Sundowner 2024 Cash Receipts	\$ 867.00
Total Deposits		\$ 23,990.35
Less: Payments Made		
	MLSHS 45734 #308 Music Sheets 2024	\$ 79.17
	#325 Piano Tuning 2024	\$ 405.00
	Reimburse M2024.08.28.07	\$ 824.68
	Reimburse M2024.08.28.08	\$ 58.50
	Reimburse M2024.08.28.08	\$ 660.00
Total Payments		\$ 2,027.35
Balance	09/02/25	\$ 107,747.76
Bank balance as at	09/02/25	\$ 107,747.76
Deduct: Payments in Progress		
	MLSHS 45714 Foot pedals	\$ 263.64
		\$ 263.64
Cashbook Closing balance as at	09/02/25	\$ 107,484.12
Less: Committed funds		
	#297 B&W Canvasses 2023	\$ 1,500.00
	#305 Sundowner 2023 Sound Engineer	\$ 600.00
	#306 Sundowner 2023 Lighting	\$ 26.00
	#308 Sheet Music 2024	\$ 1,286.04
	#310 Adaptors USBC-USBA Keyboards & Laptops	\$ 150.00
	#314 Peg Board + Pegs	\$ 200.00
	#315 Instrument Maintenance 2024 (excl Piano Tuning. See	\$ 1,790.00
	#316 3No. Keyboard Stands	\$ 300.00
	#318 Piano Tuning 2024	\$ 1,650.00
	#319 ATAR student accompaniment Y11 & Y12	\$ 1,920.00
	#322 Music Artist Workshops	\$ 2,000.00
	#323 Music Camp - Artist Workshops	\$ 1,500.00
	#325 ATAR EoY Accompaniment	\$ 1,000.00
	M2024.07.31.0 Music Stand Rechargeable Lights	\$ 205.00
	M2024.07.31.0 Sound Engineer T3 2024 Contemporary Concert	\$ 500.00
	12024.08.28.0 Peg Board Trolley Pegs	\$ 1,000.00
	M2024.08.28.0 Foot Switches IMSS students	\$ 136.36



M2024.08.28.0 Wireless microphone housings	\$ 400.00
M2024.08.28.0 Cabling -guitars and microphones	\$ 600.00
M2024.08.28.0 Sundowner 2024 - Lighting	\$ 1,000.00
M2024.08.28.0 Sundowner 2024 - Sound Technician	\$ 500.00
M2024.08.28.0 Sundowner 2024 - Food	\$ 1,000.00
M2024.08.28.0 Sundowner 2024 - Drink	\$ 750.00
M2024.08.28.0 Sheet Music 2025	\$ 4,000.00
M2024.08.28.1 Arts Day 2025 - Junkadelic	\$ 1,500.00
M2024.08.28.1 Arts Day 2025 - Sound Technician	\$ 500.00
M2024.08.28.1 Sundowner 2025 - Lighting	\$ 1,000.00
M2024.08.28.1 Sundowner 2025 - Sound Technician	\$ 500.00
M2024.08.28.1 Sundowner 2025 - Food	\$ 1,000.00
M2024.08.28.1 Sundowner 2025 - Drink	\$ 750.00
M2024.08.28.1 Piano Tuning 2025	\$ 2,000.00
M2024.08.28.1 Instrument & amp maintenance 2025	\$ 2,000.00
M2024.08.28.1 Music Workshops 2025	\$ 2,500.00
M2024.08.28.1 ATAR Music accompaniment 2025	\$ 3,000.00
M2024.08.28.2 Photography MLSHS 2025	\$ 2,000.00
M2024.08.28.2 Photography - External Concerts 2025	\$ 1,500.00
M2024.08.28.2 Contemporary Concert 2025 - Sound Technician	\$ 500.00
M2024.10.23.0 Drum Heads	\$ 200.00
M2024.10.23.0 Crash Cymbal	\$ 900.00
M2024.10.23.0 Wireless microphones 2No (additional)	\$ 2,500.00

<b>Total Committed funds</b>	<b>09/02/25</b>	<b>\$ 46,363.40</b>
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<b>Available Funds</b>	<b>09/02/25</b>	<b>\$ 61,120.72</b>
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