

MOUNT LAWLEY SENIOR HIGH SCHOOL

Music Support Group

Date: 5:30pm, Thursday, 20 March 2025

Venue: Music Room 3, MLSHS

Attendees: Dijon Summers (Teacher Representative), Michelle de Rozario (Performing Arts Program Coordinator), Shahna Gallagher (SVAPA Coordinator), Nami Cheng (Music Teacher), Kieran Looby (Chair/ Treasurer), Helen Pelusey (Secretary), Ana Santos, Andrew Lippiatt, Kevin Keary, Julie Eglin, Amanda Humphreys, Melinda Boss, Bek Ledingham, Rowena Smith, Heath Hastings-Fernance, Gee Yap, Joli Mendez, Maria Mendez, Genevieve Wilkins, Angela Leaky, Ineke Moyle, Pravin Pasare, Jacintha Bell, Hugo Hernandez, Shannon Edwick, Mirian Moretti, Minnie Tran, Michelle Lehmann, Aleksandra Seta, Ben Harvey

Apologies: Nil

1. Welcome and Apologies

Those wishing to become 2025 voting members of the P&C signed up.

Kieran Looby opened the meeting at 5:40pm, noted the apologies and welcomed everyone. A quorum was met.

One conflict of interest was recorded for Amanda Humphreys if discussions around photography services arise. Amanda has been engaged to provide photographic services for the MSC in 2025, so will not vote on any related motions.

2. Previous Minutes

Accept the Minutes of the 20 February 2025 meeting as a true and accurate record.

Moved: Amanda Humphreys..... Seconded: Melinda Boss Resolution: Passed

3. Actions arising from previous minutes

Action	Status
Update on purchase of black and white photo canvases. (Dijon)	In progress. Dijon is awaiting the release of the school budget on 1 April 2025 so he can make the purchase.
Adjust the Music and SVAPA Sub-Committee meeting dates to align with the P&C meeting dates for efficient passing of motions	In progress. The new convenor will review the dates and decide whether a change to meeting dates will improve processes.
Investigate better interest-bearing accounts for MSC funds.	In progress. Current rate is 0.01% with CBA. CBA won't discuss with Sub-Committees, so the issue was raised with the P&C who contacted CBA. P&C have advised that CBA said that there was nothing they could do so the P&C have approved the MSC looking into options with other banks. The new P&C Committee have also said they will look into it again.

4. Music Department Report

Update on activities and upcoming events:

- The Music Department has a new teacher, Nami Cheng. Shahna Gallagher is the 2025 SVAPA Coordinator as well as teaching music.
- The 2025 Year 7 cohort is the second biggest ever.
- Recently the Classical Guitar Trio performed at Government House for the annual EdConnect awards. Not only did they represent the school superbly, they attracted the interest of the Government House Events and Engagement Officer, who has invited MLSHS to participate in many more performance opportunities throughout the year in various ensemble capacities.
- SVAPA workshops are coming up and some of the Music staff will help facilitate along with other industry specialists.
- The 2025 Concert format will be different to previous years. Rather than 9 concerts at the Tricycle Theatre as well as festivals throughout Term 3, there will be 4-5 mediums sized concerts across the year. The Term 3 concert series had been a revenue raiser in the past, as held in the Trike Theatre so low running costs. This year external venues will be used so some thought will need to be given to revenue and the design and approach to these events.

5. Treasurer's Report

- Kieran tabled the Treasurer's Report to 27 February 2025 (See Attachment 1). There is over \$100,000 in the bank, with around \$48,000 in committed funds, leaving approximately \$60,000 in uncommitted funds.
- The following motions were closed and remaining funds released
 - Motion #291 for trombones mutes
 - Motion #306 for Sundowner lighting 2023
 - Motion #324 for guitar amps

Action: Kieran will liaise with Dijon to run through the list of open motions and check if any others can be closed out and funds released.

- The Music Committee is still owed money from SVAPA for sales taken on the Square Reader. A motion will be raised at the SVAPA meeting tonight to transfer the 2 amounts owing. Once approved by the P&C, their Treasurer will action the transfers.

6. Update on Grand Piano Purchase

- Kieran provided an overview of the proposal raised last year to set aside 50% of the MSC uncommitted funds for the future purchase of the Grand Piano and 50% for the purchase of other instruments now. A business case was written and presented to the MSC in August 2024 and passed by the MSC in October 2024. The P&C approved the motion in February 2025. P&C now advise that the school Board and some parents have expressed concerns at the high cost of a grand piano. In view of this, the P&C have advised that this proposal may have to be re-examined. If the proposal is successful, about \$30,000 of existing uncommitted funds will be set aside for the piano and the remaining \$30,000 will be available to spend now. In future years, the 50:50 approach will be used for any additional funds over and above the regular annual costs covered by the MSC.

- Members noted the funds were raised through the time and efforts of MSC members and Music parents, so it was queried why parents had an issue with the proposed expenditure of the funds as approved by the MSC. It was suggested having a greater representation of Music Parents on the main P&C could help in future discussions. All members of MSC are entitled to attend P&C meetings.

Action: Helen to recirculate the business case for the Grand Piano purchase to all members so that new members can familiarise themselves.

7. Funding Requests

Dijon provided a wishlist of instrument purchases developed with input from IMSS teachers (see below). This would be funded from uncommitted funds, which are sufficient to cover all requested items. As noted above these are 'surplus' funds after the regular annual expenditure has been allocated. There is about \$60,000 available now and if the Grand Piano proposal is approved half of this will be saved for that purchase. The remaining funds can be spent on instruments now. In future years there will be further funds available.

It was noted that P&C has already given approval in principle for the purchase of these instruments. However, motions will have to be passed by MSC and approved by P&C for the purchase of each set of instruments.

The Music Dept wishlist is based on current needs and instruments that will have the biggest impact on IMSS allocations and provide access for students to instruments that are otherwise prohibitively expensive. The example of the oboe was given - last year 8 students wanted to do oboe but MLSHS only has allocations for 2. To offer places to more students the school needs to be able to provide the extra oboes. Currently the school hires some instruments from IMSS but they are also struggling with demand so purchasing school instruments provides greater opportunities.

It was noted that the Music Department does not necessarily expect all requests to be passed and there may be opportunities to secure instruments at a better price than listed. Parents were encouraged to share any experience, knowledge or connections that may help. All motions are to allocate an 'up to \$amount'. If the final cost of the instrument is less than the allocation, the remaining funds are released back into 'available funds'.

The following comments and suggestions from parents were noted:

- A parent who is a musician and WAAPA lecturer observed that purchasing these items, especially the larger, more expensive items, enhances the music program and attracts visiting specialists. There is a national shortage of oboe and French horn players so this is a good area to focus on. It was noted that there may be deals available on instruments in the future through WAAPA when they move.
- It was suggested having an inventory of current instruments would assist in forecasting future needs including the replacement of old instruments and those that would need to be hired. This would assist with planning and determining what is urgent and what can wait.
- It was noted it would be helpful to understand the range of costs from a cheap to mid-range instrument to understand if it is a significant difference, or if it is negligible, so it is better to opt for the higher quality item.

Action: Music Department to develop an inventory of current instruments including a forecast of instrument requirements in the foreseeable future to assist with decision-making on instrument purchases.

Next steps:

- Members would like more time to consider the proposals. Some of the relevant information is in the Grand Piano Proposal which Helen will recirculate. If anyone has questions or advice to share, they are welcome to contact Dijon before the next meeting.
- It was agreed a decision on the funding requests will be deferred to the next meeting.

Proposed funding motions (wishlist):

- *Allocate up to \$10,000 for 1 x Yamaha YHR 871D French Horn*
Last year a feeder program with local primary schools was introduced. It is very bottom heavy eg euphoniums/ flutes etc There are some French horn students coming through but it will be important to retain them into Years 11 and 12 so this instrument would be like a scholarship for those students
- *Allocate up to \$100 for 1 x Drum Stool*
A new ensemble room has been set up and needs a drum stool.
- *Allocate up to \$1,000 for 3 x Drum Crash Cymbals*
The Department has lots of ride cymbals but lacks crash cymbals.
- *Allocate up to \$300 1 x K&M Tuba Stand*
The IMSS ensemble director has requested this so the tuba is not knocked over at ensembles / performances etc.
- *Allocate up to \$5,000 for 1 x Kowarth Oboe*
Every oboe purchased is an additional allocation with IMMS.
- *Allocate up to \$5,500 for 1 x Yamaha Baritone Saxophone*
Students are currently offered 1-2 years hire and then are expected to buy an instrument. The Alto is fine for Year 7 and the school currently hires a couple of baritones and bought a tenor last year through the MSC. 2 baritones are hired from IMSS. Students are very keen to play but it is too expensive to ask parents to hire these.
- *Allocate up to \$5,000 for 1 x Yamaha Euphonium*
It is expected that 6/7 players who are in the feeder school program may audition for the music program. The instruments can be hired from IMSS but they are also struggling to meet demand.
- *Allocate up to \$5000 for Instrument maintenance/servicing*
It was agreed to rename this as 'set up of new instruments' as it relates to those costs. There is already a 2025 motion in place for regular maintenance and servicing.

The committee voted on the following motion:

M2025.03.20.01 Increase motion #325 ATAR accompaniment 2024 by \$1000 to cover higher than expected costs.

Moved: Julie Eglin Seconded: Bek Ledingham Resolution: Passed

8. Social Media / Communications Report			
<ul style="list-style-type: none"> Nil 			
9. Fundraising Events and Activities			
<ul style="list-style-type: none"> LAA has requested that MSC provide them with information / photos /etc that describe what LAA funds have contributed to buying. The MSC Annual Report for 2024 is a good starting point for this. 			
<div> Action: Provide LAA Committee with information / photos /etc that describe what LAA funds have contributed to buying. </div>			
10. AGM – Election of Office Bearers			
<ul style="list-style-type: none"> Kieran outlined the roles of Convenor and Treasurer and members were given the opportunity to nominate for the office-bearer roles. The following nominations were made <ul style="list-style-type: none"> Nomination for Convenor - Mirian Moretti Nomination for Treasurer - Bek Ledingham Nomination for Secretary - Helen Pelusey (returning) <p>As only one nomination for each position was made no vote was required. Elected unopposed.</p>			
11. SUMMARY OF ACTIONS ARISING:			
<ul style="list-style-type: none"> Kieran will liaise with Dijon to run through the list of open motions and check if any others can be closed out and funds released. Helen to recirculate the business case for the Grand Piano purchase to all members so that new members can familiarise themselves. Committee members to review the funding proposals for instruments purchases ready for further discussion and a decision at the May meeting. If anyone has any questions or advice, they are welcome to contact Dijon. Music Department to develop an inventory of current instruments including a forecast of instrument requirements in the foreseeable future to assist with decision-making on instrument purchases. MSC to provide LAA Committee with information / photos /etc that describe what LAA funds have contributed to buying. 			
Meeting closed: 6:45pm			
NEXT MEETING			
Date: Thursday 15 May 2025 Week 3 Term 2	Time: 5:30pm	Venue: Music Room 3	Please enter school through rear gate off Learoyd St (accessed via Stancliffe St)

MLSHS P & C ASSOCIATION
MUSIC SUB-COMMITTEE - CASH BOOK, AVAILABLE FUNDS
27-February-2025

BANK RECONCILIATION

Opening balance	09/02/25	<u>\$ 107,747.76</u>
Add: Deposits		
Total Deposits		<u>\$ -</u>
Less: Payments Made		
Total Payments		<u>\$ -</u>
Balance	27/02/25	<u>\$ 107,747.76</u>
Bank balance as at	27/02/25	<u>\$ 107,747.76</u>
Deduct: Payments in Progress	M2024.08.28.02 MLSHS 45714 Foot pedals	\$ 263.64
		<u>\$ 263.64</u>
Cashbook Closing balance as at	27/02/25	<u>\$ 107,484.12</u>

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	\$ 1,206.87
	#310	Adaptors USBC-USBA Keyboards & Laptops	\$ 150.00
	#314	Peg Board + Pegs	\$ 200.00
	#315	Instrument Maintenance 2024 (excl Piano Tuning. See #318)	\$ 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
	M2024.07.31.01	Music Stand Rechargeable Lights	\$ 205.00
	M2024.07.31.02	Sound Engineer T3 2024 Contemporary Concert	\$ 500.00
	M2024.08.28.01	Peg Board Trolley Pegs	\$ 1,000.00
	M2024.08.28.02	Foot Switches IMSS students	\$ 136.36
	M2024.08.28.03	Wireless microphone housings	\$ 400.00
	M2024.08.28.04	Cabling - guitars and microphones	\$ 600.00
	M2024.08.28.05	Sundowner 2024 - Lighting	\$ 1,000.00
	M2024.08.28.06	Sundowner 2024 - Sound Technician	\$ 500.00
	M2024.08.28.07	Sundowner 2024 - Food	\$ 1,000.00
	M2024.08.28.08	Sundowner 2024 - Drink	\$ 750.00
	M2024.08.28.09	Sheet Music 2025	\$ 4,000.00
	M2024.08.28.10	Arts Day 2025 - Junkadelic	\$ 1,500.00
	M2024.08.28.11	Arts Day 2025 - Sound Technician	\$ 500.00
	M2024.08.28.12	Sundowner 2025 - Lighting	\$ 1,000.00
	M2024.08.28.13	Sundowner 2025 - Sound Technician	\$ 500.00
	M2024.08.28.14	Sundowner 2025 - Food	\$ 1,000.00
	M2024.08.28.15	Sundowner 2025 - Drink	\$ 750.00
	M2024.08.28.16	Piano Tuning 2025	\$ 2,000.00
	M2024.08.28.17	Instrument & amp maintenance 2025	\$ 2,000.00
	M2024.08.28.18	Music Workshops 2025	\$ 2,500.00
	M2024.08.28.19	ATAR Music accompaniment 2025	\$ 3,000.00
	M2024.08.28.20	Photography MLSHS 2025	\$ 2,000.00
	M2024.08.28.21	Photography - External Concerts 2025	\$ 1,500.00
	M2024.08.28.22	Contemporary Concert 2025 - Sound Technician	\$ 500.00
	M2024.10.23.01	Drum Heads	\$ 200.00
	M2024.10.23.02	Crash Cymbal	\$ 900.00
	M2024.10.23.03	Wireless microphones 2No (additional)	\$ 2,500.00
	M2025.02.20.01	Sundowner 2024 2024 DrinksBudget overrun	\$ 200.00
	M2025.02.20.02	Sundowner 2024 2024 Food Budget overrun	\$ 350.00
	M2025.02.20.03	Sundry reimbursements to Committee members 2025	\$ 1,000.00

Total Committed funds	27/02/25	<u>\$ 47,834.23</u>
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Available Funds	27/02/25	<u>\$ 59,649.89</u>
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