

## Cochrane High School Band Parents Association (CHSBPA) 2021 AGM Meeting Minutes

Tuesday, September 21, 2021 at 6pm

Place: CHS Theatre and via Zoom

1. **Call to Order:** 6:09 pm.
2. **Proof of Notice of Meeting:** Advertised in the Commit to the C, email distribution and posters throughout the school.
3. **Roll Call / Quorum:** Quorum has been met by attendees in-person and on-line.
4. **Approval of Agenda:** Allison Shiman approves; Brian Russell seconds.
5. **Approval of AGM 2019 Minutes (2020 AGM not held due to COVID-19):** Brian Russell approves; Allison Shiman seconds.

### 6. Overview of CHS Music Program:

#### April Waterbury:

- Music program enrollment: 130 students. 110 in band and 20 in choir. Numbers are growing.
- J-Block:
  - Jr. Jazz - (Grades 9 & 10) Thursdays at 7:15am – 8:50am
  - Sr. Jazz – (Grades 11 & 12) Tuesdays at 7:15am – 8:50am
  - Symphonic Band – Wednesdays 7:15am – 8:50am
  - Pit orchestra (Grades 9-12) – Monday mornings and Fridays after school with some workshops around the musical production.
  - J-Block schedules can change from time to time throughout the year and are outside of the timetable.
  - J-Block (block 6) classes will be show on the schedule everyday of the week even though they are only 1-2 days/week to allow for attendance on schedule change days.
- Rentals:
  - All students should have their rentals by now.
  - Rental form is available on the website and Google Classroom as well as students received a paper copy.
  - \$210 with a returnable \$50 fee at the end of the year.
  - Percussionists and string bassists will get charged a \$50 fee for instrument maintenance.
- COVID Protocols:
  - Following all COVID protocols from AHS.

- Remind and Google Classroom:
  - Remind email will go out to all parents and students so that teachers can communicate with students.
  - Remind messaging system is used to communicate with students and parents about changes and updates.
  - There will be a Remind for just parents.
  - Parents are also welcome to join Google Classroom as a guardian.
- Website – [cochranehighmusic.com](http://cochranehighmusic.com).
  - In the process of updating.
  - Includes updated calendars for J-Block and will include the English/Band calendar.
  - Open to the public.
- Clinics begin Friday, September 24/21 at 2:00pm – 4:00pm.
  - These are individual instrument clinics with professional musicians.
  - The costs will be covered by the CHSBPA.
- Parents will receive weekly email updates from April with changes and updates. The calendar for English/Band should be noted by parents.
- Tentative concerts dates: Nov 25/21, Dec 9/21, May 19/22 and May 26/22.
- If the parent group has any community connections (senior homes or a place in the city to play) for opportunities for the band(s) and choir to perform, please contact April.
- Question: Do parents need to be concerned with the English/Band schedule?
- Answer: Not specifically, but if your child is concerned or confused it is helpful to know where to find the information.

Dustin Whetten:

- Musical Information:
  - Pushing to have a musical this year with a live audience.
  - Also streaming the musical on-line.
  - Musical: Hello Girls - Nov 17-20/21.
  - Tickets will be available mid-October.
  - A theater boot camp will take place during the week of the musical.
- Mock (due to COVID) Camp Chestermere with a gathering at the school with the field trip fee of \$20-\$35.
- Beef Jerky fundraiser was for Camp Chestermere, but we will continue with the fundraiser and reallocate the funds for the students use.
- Hoodies for the musical that are customizable with their name and role: \$68.00. Fundraising dollars can be used for the hoodies. Please email CHSBPA to use the funds.
- Connect are advisory blocks. On Monday we plan the rest of the week's connect blocks to ensure students are on top of their school work.

Kyra Lake:

- Director for the musical and filling in for Mr. Talen. Also teaching English.
  - 36 students came to the initial choir meeting.
  - Mr. Talen will return Nov 12/21.
  - Preparing for Remembrance Day with the choir.
  - Looking for a piano player. Please contact Kyra if you know a piano player that is able to work with the choir.
7. Introduction of the current CHSBPA Board:

Tammy Dahl:

- The CHSBPA stands for the Cochrane High School Band Parent Association and has been supporting the students since 1974.
- The students are set up with their own fundraising accounts and the funds they earn can be used towards CHSBPA fees, camp and travel fees, uniforms etc.
- The CHSBPA works closely with the Performing and Visual Arts staff to identify needs within the program and allocate funds to:
  - New equipment and instruments.
  - Clinicians and guest conductors.
  - Subsidize trips, festivals, camps and workshops.
  - Subsidize students, if required.
  - Provide awards and scholarships.
- The CHSBPA is entirely volunteer run and our volunteers are very committed to the Association. Some board members have been serving for many years, some that no longer have students in the program.
- The board meets once a month on the second Wednesday of every month 1:45pm (to accommodate teacher schedules).
- Board members can attend by Zoom.
- Exception will be October, when we will meet on Wednesday, October 6 to start planning for the year and discuss uniforms.
- If anyone would like to help out the CHSBPA, but cannot commit to a board positions, we are always looking for volunteers at concerts and various fundraising events such as bake sales.
- We are desperate need of volunteers to sustain the board.

**8. Financial Report:**

Chris McLeod:

- Went over financial report as of June 30, 2021.
- Covid prevented much from happening, but typically there is more going through the accounts.
- Casino funds have been depleted, as they should be. Next casino is December 2021.
- Casino funds are allocated to items that benefit all the students.
- \$20,000.00 in grocery cards.
- Of the \$70,000.00 in the general account, \$27,931.00 belongs to the students in their student accounts.

- Expenses include insurance, office and GST.

## 9. Uniforms:

### Tammy Dahl:

- Uniforms were measured today and again tomorrow.
- Uniform fees must be paid before students can receive their uniform. We will accept payments after the meeting by cheque or credit card.
- Shirt is \$30.00, Vest is \$45.00 and Tie is \$10.00.
  
- Question: Can we pay with School Cash On-Line?
- Answer: You cannot pay for the uniform via School Cash On-line. Payment must go to the CHSBPA. Etransfer is preferred. All cheques can be made out to CHSBPA.
  
- Also required:
  - Black pants/skirt.
  - Black socks and shoes.
  - Nothing distracting such as white stripes on shoes or pants/skirts.
  
- Consignment form is located on google classroom, email and website.
- Uniform donations are accepted.

## 10. Fundraising:

- Casino – December 28-29, 2021.
- Every 3 years so far.
- Volunteers must be over 18 years old.
- \$100 in student fundraising account/shift.
- There is a link to sign up for casino shifts. We are looking for ‘sick’ on-call sign ups; really important in case someone calls in sick on the day of their casino shift.
- No experience necessary for any of the casino positions.
  
- 2021-22 Fundraisers: TBD
- Typically we have one each month.
- Grocery Cards are available: [chsbpa.grocerycards@gmail.com](mailto:chsbpa.grocerycards@gmail.com)
  - No Frills
  - Safeway
  - Save On
  - Co-Op

## 11. Student Accounts/Fees:

- Running total of fundraising dollars.
- Not renewing Charms to track student accounts. We will be using QuickBooks instead – email the Student Account Director to find out your balance.
- Students accounts have no monetary value outside of the program.

- When a student leaves the program, you can do 3 things with your student account:
  - Donate to general funds
  - Donate to another student
  - Sell it privately to another family.

#### **12. Music Tour 2021:**

- Grades 9 and 10 to Camp Evergreen in February for 3 days.
- Cantando Festival in Edmonton – April 10-13/22.
- Vic Lewis Festival in Canmore/Banff – April 29 – May 1.

#### **13. Call for Volunteers for the Board:**

- We are lacking board members due to covid and many of our current members have children that have graduated or left the program.
- If you are interested in joining the board or volunteering with the CHSBPA, let us know as soon as possible. We will accept names tonight or by email.
- Please join us on October 6/21 at 1:45pm in the CHS board room.

Question: Is the CHSBPA fee for each activity/band that the student is involved in?

Answer: The fee is per student, not for each group or ensemble.

#### **14. Adjournment: 7:21 pm**