

## EPSMPA Meeting Minutes

23-Apr-2024

### Participants:

- Patty B
- Krista L
- Paul B
- Tracy
- Jolene
- Alison
- Jennifer G
- Faye
- Tony
- Marta

1. Welcome, Call to Order – 6:31pm
2. Approval of minutes from last meeting
  - a. Motion to approve – Jenn, second – Jolene, passed by raised hands
3. Directors Report
  - a. Trip was successful, kids awesome, all went smoothly
4. Chairs Comment
  - a. 50/50 MLK – Running, QR Codes printed and they work. Rafflebox supplies the QR codes now.
  - b. Positions for next year –
    - i. Uniform coordinator – vacant - Jenn retiring – could do a shadow at the end of the year
    - ii. Secretary – vacant - Patty may transition to MAL
    - iii. CSEC - Tracy taking over for Mark
    - iv. Volunteer Coordinator - Faye continuing
    - v. Chair – vacant - Krista retiring
    - vi. Vice Chair - vacant
    - vii. Treasurer - Michelle
    - viii. MAL - Tony will continue
    - ix. MAL - Alison retiring
  - c. Faye and Krista will put together an email for Paul to send out regarding open positions. Hope to have names for open positions before AGM in September for voting.
  - d. Updating files & Passwords – updating in the drive. Trying to leave files to amend rather than start from scratch.
5. Treasurer – Michelle away tonight.
  - a. Current balance \$45,720.37 less a few expenses \$9,883.40 plus some deposits \$6,423.45 for an adjusted balance of \$42,260.43.
  - b. Cheques to EP have finally been cashed.

- c. Concert programs were expensive ~\$2000 (needs to be paid to the school).
  - d. Videographer got paid twice – by school and by EPSMPA, rather than just EPSMPA contributing. Michelle is working on it.
  - e. Clinicians coming in now for the bands, so there will be another expense.
  - f. Student account balances around \$15K.
  - g. Moonlight Knights funds coming in soon as well.
6. Fundraising
- a. CSEC – no update
7. Uniform Coordinator – Quiet right now.
- a. Uniform returns – can start right after grad, so all is ready for next year.
  - b. Each kid to fill out the form and slide it in the pocket of the garment bag (for 10's and 11's returning next year).
  - c. Paul will assign days for returns. Parent volunteers are needed.
  - d. Paul and Jenn will work out logistics.
8. Moonlight Knights Update
- a. Food – Pizza 3 deliveries, every 30 minutes, kids can have some too, chips, pop, dessert (cake), special drink (needs a name), popcorn, veggie and dip.
  - b. Ticket sales – Allowed up to 400 (Krista to confirm). Currently have 155 tickets left of 350 original max.
  - c. Silent Auction & Student Canvassing –
    - i. Students have started to get items back (minimal 5-6 items returned), and some items being picked up from the school.
    - ii. Potential pre-bid on baskets (cut off at midnight the night before) for silent auction using google photos, and bid sheet will be updated to start at latest bid of pre-bid.
    - iii. All silent auction items due May 1, pre-bids up by the 6<sup>th</sup> latest.
    - iv. Send reminder email for family donations.
  - d. Decorations – need a name for the bar. Gold & Black, coming together. Hollywood sign.
  - e. Volunteers – need to send out sign-up genius tomorrow or Thursday.
9. Volunteer Coordinator – Nothing outside MLK until Uniforms.
10. Upcoming Dates
- a. Choir – May 6
  - b. MLK – May 9
  - c. Grad – May 24
  - d. Anything else – may be another choir event. More to come...
11. Final June Meeting – Likely in-person. Maybe a pub. Krista will send out an email for suggestions for year end.
12. Adjourn – 7:02pm