

# General Meeting MINUTES Cairns State High School

## Music Support Group (a sub-committee of the P&C Association)



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|-----------------|-----------------|
| <b>TIME</b>     | 5:30PM          |
| <b>DATE</b>     | 19 April 2023   |
| <b>LOCATION</b> | MUSIC Block E28 |

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| <b>Meeting Opened</b>          | 5.32pm  |
| <b>Attendees</b>               | Kate Coates, Kathy Smyth, Lizanne Smith, Lia Jensen, Dorit Pagliari, Nicky Neighbour, Kathleen Power, Gabriella Rogina, Helen Trickey, Kathy Carruthers, Tracey Kingston-Bull |
| <b>Apologies</b>               | Glenn Burnett, Lynda Macnamara  |
| <b>Confirmation of Minutes</b> | Confirmed by Helen Trickey      Seconded by Kate Coates   |
| <b>Correspondence in/out</b>   | Nil correspondence  |

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| <b>MSC AGM</b>  | Chair – Lizanne Smith |
| Lizanne Smith advised that all executive positions are open and called for nominations.                             |                       |
| <b>Chairperson</b>  |                       |
| Lizanne Smith nominated <u>Kate Coates</u> , seconded by Kathy Smyth – Kate Coates accepted                         |                       |
| <b>Vice Chairperson/s</b>   |                       |
| Lizanne Smith nominated <u>Lia Jensen</u> and <u>Nicky Neighbour</u> , seconded by Kathy Carruthers – both accepted |                       |
| <b>Treasurer</b>  |                       |
| Lizanne Smith nominated <u>Dorit Pagliari</u> , seconded by Helen Trickey – Dorit Pagliari accepted                 |                       |
| <b>Secretary</b>  |                       |
| Carolyn Green nominated <u>Kathy Smyth</u> , seconded by Kate Coates – Kathy Smyth accepted                         |                       |
| <b>General Business</b>   |                       |
| The 2023 uniform coordinators are Helen Trickey and Kathy Carruthers  |                       |
| The 2023 events coordinator is Gabriella Rogina (supported by Nicky Neighbour as vice chairperson)                  |                       |
| <b>ACTION</b> – Nicky Neighbour to liaise with Gabriella Rogina on the process used for events management           |                       |

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| <b>Treasurers Report</b>  | Presented by Dorit Pagliari |
| Report provided to the committee members  |                             |
| The current balance of account report is \$ 7159.13   |                             |
| Treasurer advised that all music subcommittee funds are now held in the Bendigo Bank accounts (and no longer in CSHS accounts). |                             |

### REVIEW ACTIONS FROM PREVIOUS MEETING

#### Role Descriptions

At the last meeting the feedback was collated and role descriptions have now been updated.

In updating role descriptions, Kate Coates could not find reference to “flying minutes” in P and C guidelines. Large purchases for music subcommittee will continue to request approval from P and C committee as per current processes (and detailed in Music Subcommittee operating guidelines).

#### MSC - Operation Guidelines

The Operation Guidelines are to be updated for 2023 following today’s AGM.

**ACTION** – Kate Coates to update and present at the next general meeting

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### New Music Uniform

Discussion held by members and consensus reached to form a group to select dress options to distribute for a vote, from a US company South East Apparel sourced by Lizanne Smith. The following members will form this group;

- Kate Coates
- Kathy Carruthers
- Helen Trickey
- Lia Jensen

**ACTION** – Uniform subgroup to decide on 5 dress options from the website. Kate Coates to arrange distribution of correspondence to parents asking for a vote on the selected garments.

### Music Video Fundraiser

**ACTION: Kathy Carruthers and Kate Coates finalise a bio and post the video**

Following a discussion by members, agreement reached to establish an Instagram page for the CSHS Music Committee, with input by students Hadley Smyth and Isla Carruthers for creative input.

Tracey Kingston-Bull offered to assist with any social media campaign.

Members acknowledge that the page requires an administrator before posts are live.

**ACTION:** Kate Coates to raise with Chris Zilm regarding permissions.

Suggestion to play this video at the upcoming Music evening

**ACTION** Lia Jensen to assist with technical aspects at Edge Hill school

### Instrumental Music evening 12 May at Edge Hill SS – 6.30pm

This event has been moved to Edge Hill SS due to high costs in hiring CPAC which is currently also being used to host the Vocal Showcase.

Volunteers will be required to assist with movement of instruments and set up of the hall, from 2.30pm on the day and at the end of the night

Lizanne advised that one of the challenges with no hall available at the school is the issue of transporting the instruments. Lizanne advised that Mark Williams is providing a truck however a second is needed

**ACTION** Lizanne to contact Bill Gane and request assistance with a second truck and driver

**ACTION** Lizanne to contact Raelene at Edge Hill SS, to obtain access

**ACTION** Nicky Neighbour to include a call out for volunteers to help with instruments and the hall

## GENERAL BUSINESS

### Crosswell Hall

With Crosswell Hall not being usable for music nights (due to requiring air conditioning and major repairs), ideas were discussed as to how to lobby local Parliament for a new performing arts centre. Local parliament to be held in Cairns in May, opportunity to lobby to local Member. However, also need to consider short term options for alternate hall use.

**ACTION:** Kath Smyth to ask Chris Zilm if hall is general teaching area (and maintenance guidelines)

**ACTION:** Kate Coates to draft points that parents may like to include if they are writing to local member of Parliament to request new performing arts centre.

Larry Molloy presented at P and C meeting last night about distribution of Ken and Lyn Rudge donation. CSHS Music staff and Music Subcommittee members attended.

**ACTION:** Music subcommittee to consider opportunities for donation proposals that could benefit students in the music department.

|                       |        |                 |                       |
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| Meeting closed (time) | 6.40pm | Next meeting GM | Wednesday 10 May 2023 |
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