



# Edmonton String Players Association

## February 2023 Meeting Minutes

Type of Meeting: General

Called by: Edmonton String Players Association

Date: February 13, 2023

Time: 7:00 PM

Attendees: Karen Hipson, Maryse Bouchard, Jason Linton, Heather Fehr, Jodi Hutschal

*c/o Edmonton String Players Association  
8405 83 Street NW  
Edmonton, AB  
T6C 2Z2*

### Agenda

- Approve meeting agenda  
– *moved Maryse/ seconded Karen/ all in favor*

### Financials

- We currently have 92 active students, up from 39 last year. We have had a few withdrawals and several mid-year registrations. Going forward any more mid-year registrations will be at the discretion of the conductors.
- Some students overpaid their tuition or included their volunteer deposit in their payment, and refunds are to be issued.
- A few students remain unpaid at this point. There were several who had sent e-transfers that didn't go through, and they have all settled up once it was pointed out. Currently unpaid are three adult students, one intermediate student, and one new intermediate student. Karen sent reminder emails in November. Daniel has sent out a recent reminder. Karen asked Miriam to follow up with the adults.

### Programming

- Review program description as listed with CRA, last updated in 2020:
  - *The Edmonton String Players Association provides instruction in orchestral string instruments including violin, viola, cello, and bass as well as orchestra/ensemble experience for all ages 8 years and older, in the Edmonton area. Students participate in concerts, music festivals, and master classes as resources permit.*
- Conductor commitments for 2023-2024
  - Daniel/Jarred yes; Miriam yes; Patricia possibly
- Interest from additional conductors
  - Sarah is interested; Svitlana has been suggested by Patricia but has not been contacted yet
- Scheduling
  - there is space on Thursdays to add a second group; consider shifting the current intermediate group to an earlier time and adding an intermediate-advanced ensemble at 7:00 pm.
  - give parents information about potential schedule changes as soon as confirmed
- Plans to open registration in April, prior to festival/concert
  - Courtney has provided the list of what she needs to update the website for next season's registration

## Volunteering – Round Table

- Jason Linton is serving as volunteer coordinator.
- Personnel Committee – VP plus two other board members – is responsible for “recommending personnel policies for volunteers and contractors”. Karen recommends that this committee be established to discuss and establish volunteer commitment requirement for the 2023/2024 season and going forward.
- The terms stated in the registration email sent to students were as follows, however there are 21 students who did not receive this email, and these terms were set when we did not anticipate enrolment nearly tripling (we expected that all or nearly all parents would be needed in order to fill the 38 casino positions).
  - *Your cheque will be returned to you upon completion of the following requirements:*
  - *Attend at least two (2) ESPA Meetings (typically held during rehearsals); AND*
  - *Attend at least one (1) Casino Shift (Nov. 25-26, 2022)*
  - *OR*
  - *Hold an ESPA Board position for the duration of the 2022/23 Season, or until the next AGM*
- Continue to encourage parents to let us know if they have particular areas of expertise and would like to use them to benefit the program - ie grant writing, connections within the community that might raise awareness. We are volunteer-dependent and parent involvement is key to the success of the program in the long term.
- Volunteer positions still needed to be filled this season: parent volunteers during Intermediate Orchestra, concert roles, promotion of next season, promotion of concert, social media help, Fundscrip.
- Board recruitment for next season recruitment should be incorporated into these discussions and remind members that serving as a board member does mean a full waiving of your deposit.

## Other Business

- Library shelving & archive boxes
  - Karen is ordering archive boxes and will provide the board with pricing on the best shelving options to consider.
- Computer update – Jason donated some parts, still need additional parts as they won't fit the current case. Courtney will be part of this process but could not be on-site this week.
- Karen is in discussion with Shannon (website designer) to complete an overdue update with the goal of making the site more stable and also more easily managed in the future by board members with less experience.
- The church is reviewing our planned schedule and lease.

## Questions/Comments

- Nothing brought up.

**Adjourn 7:53 pm**