Edmonton String Players Association
Board Meeting Minutes - July 21 2025, 7pm

Type of Meeting: Board Location: Online (Zoom)

Attendees:
Amy Archibald, President
Margaret Usko, Fundraising Director
Vanessa Kay, Secretary
Karen Hipson, Administrator

Regrets:
Liliana Filipoiu, Events and Social Media Director
Karen Kawulka, Vice President
Ryan Heit, Treasurer and Volunteer Coordinator

Call to order: 7:05 p.m. No quorum, so an informal meeting.

Approval of minutes of previous meeting

- Vote to approve June 16, 2025 meeting minutes deferred to the next meeting

President's Report

- Nothing to report

Treasurer's Report

- N/A

Old Business

A. Meeting schedule for 2025-26

- Discussion of meeting times.
- Karen reported that the non-profit Zoom account has been approved

ACTIONS: Karen will set up a recurring Zoom meeting.
Amy will send out the updated schedule.

B. Contracts for instructors

ACTION: Amy will send out the contracts for the executive to vote on by email.

C. Report from conductors / executive meeting

- Amy reported that the meeting went well

ACTION: Amy will follow up with Jared to request further details of his programming ideas.

D. Program Handbook update

- Discussion of options for instrument rentals and financial support
- Feedback that expectations for attendance, dress code, etc, can be kept general

ACTIONS: Vanessa will circulate the draft to conductors.
When finalized, Vanessa will send a PDF to Karen to attach to welcome emails.

New Business

A. Accountant selection

- A family member of a program participant has proposed to do accounting services with a donation back to program of the amount of their invoice.
- The members present think this is a good plan but accountant approval requires a vote.

ACTION: Amy will circulate details by email for review and and motion for decision.

B. Concert venues for 2025-2026

- Karen updated that a new concert venue is needed as McDougall Church has been sold.
- Discussion of potential venues and costs (McDougall concert rental had cost $600. West Meadows quoted $1800. Festival Place $650 and seats 490. The Agora quoted $390.)

ACTION: Karen will circulate a long list of potential venues for discussion in September.

C. Upcoming promotion opportunities.

- Idea to make shirts for program participants.
- Opportunities at Calvin Volrath fiddling event at the Convention Centre in October.
    - Opportunity to promote to members, and to raise MEP profile
    - Could place a MEP ad in the program. Fiddlinists could attend wearing shirts.

D. Social media update model and advertising

- Karen reported that a month of pre-programmed posts are scheduled on Facebook.
- Karen will pick up 100 postcards tomorrow. 200 more will be ready in a few weeks.

ACTION: Karen and Liliana to explore transferring some social media authority to Liliana.

E. "Bring a friend day" for the 2025-2026

- Discussion of potentially hosting two "bring a friend days" for Orchestra 1 and the Adult Orchestra: one at the second rehearsal in September, and the one at a rehearsal in May.

ACTION: Board members to reach out to Miriam to confirm this idea works for her.

F. Funding approval for sectional instruction at rehearsals twice annually

- Discussion of idea to have workshops and/or instructor rotations so the orchestras can have the opportunity to learn from other conductors.

ACTION: Amy will email the board with a motion for formal approval of funding for sectionals.

Other business

- **Planning materials setup at the first rehearsal and Board meeting in September:**
    - Print materials available to include handbooks and emergency information forms
    - Setup in upstairs lobby. Maybe coffee to welcome members to the board meeting
- **Agenda items for discussion at the September meeting:**
    - Fundraising options for the 2025-26 season, such as T-shirts, 2 Fundscrip dates (Margaret to plan), and a Silent auction (on years with no casino).
    - Managing expenditure of remaining 2022 Casino funding by mid-November.

Next meeting

- Date of next Meeting – September 8: 6:45pm Ascension Lutheran church

Meeting adjourned at 7:55 p.m.