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ESFRS Board Meeting: Thursday, January 13, 2022

In virtual attendance: Kathleen Schoen, Kelly Komm, Beth Gardner, Christina Perry, Maggie Gaines

Meeting called to order at 6:08 pm by Kathleen Schoen.

Quick round of introductions, as this is Beth's first board meeting.

Acceptance of minutes from March 25, 2021 meeting minutes. Kelly motions, Christina seconds.

Items for discussion and formal motion:

- Cokey Ng (Kwok Hung) and Frank Doruiter have stepped down from the board and are removed from signing authority for the Edmonton Suzuki Flute and Recorder Society. Christina Perry will now hold the President position and is given signing authority for the Edmonton Suzuki Flute and Recorder Society.

Motion: To remove 2 former board members Cokey Ng (Kwok Hung) and Frank Doruiter from signing authority, add Christina Perry.
Beth moves to approve motion, Kelly seconds.

- Annual cost of living fee increase for teachers of 2%. Projections given by Kathleen showing board members two scenarios for an increase in pay for ESFRS teachers. From Kathleen: "Calculations show we can support a small pay increase for teachers without increasing tuition fees thanks to the unfortunate fact that we not paying as much for rent as long as lessons remain on-line. We also have enough of a reserve fund that we can transition back to paying rent for performance venues without running into a deficit. Teachers have had additional expenses for supporting technology for online lessons." Spreadsheet showed current year's income and expenses, along with projections on what we are looking at financially with doing a pay increase without an increase in tuition fees.

Motion: To give ESFRS teachers a 2% cost of living increase for the 2022-2023 lesson year.

Kelly moves to approve motion, Christina seconds.

- Discussion for creating a scholarship policy that will support ESFRS program graduates in obtaining their first level of Suzuki Teachers Training. From Kathleen: “Present PD policy (stated on teacher page of website here: <https://suzuki-flute-recorder.ca/about/administration/teachers-page/>) supports SAA training for teachers who are already teaching in the ESFRS program. Present scholarship program pays senior students to act as TAs in the beginner group class. There is no policy for supporting senior students to take their first level of training so that they can start teaching, either in the ESFRS program or any other Suzuki program. I would like to propose that we support ESFRS graduates with a 75% scholarship to take SAA Unit 1 teacher training in either flute or recorder. This is the same level of support as we offer our other teachers. The Unit 1 course is the longest and therefore the most expensive, and beginner student teachers usually have the least funds for PD when they are starting out. Also, this will enable the student ESFRS graduate who is currently teaching at the Suzuki Charter School to actually get Suzuki teacher training, which will be of great benefit to our students who also attend that school.”

Motion: Offer a scholarship policy that will support ESFRS program graduates in obtaining their first level of Suzuki Teachers Training.

Christina moves to approve motion, Beth seconds.

- Discussion regarding home-based business permit for the administration of the ESFRS. From Kathleen: “I was checking with the City to see if there were any necessary permits that we needed to obtain for our teachers, since everyone went to teaching from home on-line as a temporary measure, which is now going on for longer than expected. It turns out that home-based music education businesses are exempt from the need for a business license. However, apparently an organization needs to have a permit for running the administrative office from a home. I am still waiting for a call back from the City to find out if that includes administration for an exempt activity, such as music instruction. But since this is a new expense (if it is necessary) I would need a motion from the Board to add it to the budget. Uncertain of the actual amount, since this is all still hypothetical, but a scan of the business license schedule on the City website seems to produce an average fee of around \$300.” If it turns out this permit is needed, Kathleen would like the ability to go ahead and apply for that.

Motion: Approval of expense for a possible home-based business permit for the administration of the ESFRS, should one be needed.

Kelly moves to approve motion, Beth seconds.

Other items for discussion:

-Beth inquired about teacher reimbursement for SAA membership; just trying to ensure her procedures were correct.

Maggie slides in at the end for a few minutes, yay!

Meeting called to adjourn at 7:10pm