

# VMPA Meeting Agenda

April 17/25 – 6:00pm

**Welcome / Sign in (8 People in Attendance)**

**Meeting called to order at 606pm**

**Review/Adoption of Last Meetings Minutes- Sayre motioned to move the min, Lindsay 2<sup>nd</sup>.**

**1) VMPA Roles, Visibility, and Adaptability- Sayre**

- Discussion presented re: who is our media spokesperson for our association. (i.e. Jet Fm interviews for events – after discussion it was agreed that it would be event specific. Whoever is spearheading the event/comfortable to get involved with the media
- Regan has done it in the past, but is hesitant going forward due to her position as a teacher in the school district.
- Purpose of our group reviewed – “The VMPA serves to support the music department students and activities by helping with fundraising efforts throughout the year”
- Visibility and Adaptability- How do we reach people/ Succession plan
- Reach out to Elementary Schools –(Huband, Miracle Beach, Queneesh, Cumberland, Lake Trail, NIDES, Denman and Hornby) – Get into the schools May/June Newsletters- introducing the VMPA and what we do!
- Re-create /Modernize VMPA portion of the SD Band handout at the beginning of the school year. – Inviting parents for BBQ- email consent yes? RSVP for event.
- Mail Chimp? 28\$ /month after free trial

**2) Redistribution of a VMPA constitutions and Bylaws document- Joanne – Postponed until a further date.**

Last Meeting - Joanne created a VMPA constitutions and Bylaws document that was reviewed in detail.

After detailed discussion, some changes to the draft will be made and re-distributed it to the Executive Board 1 week prior to our next meeting and the board will vote to pass it or not at that meeting.

**3) Last meeting of the school year May 15<sup>th</sup> 2025 - we will have nominations brought forward (by yourself/or other people) and a vote to create the VMPA Executive Board for 2025/2026 School Year. – All positions last a 1-year term**

**4) Inventory- Catherine has made a spreadsheet on the Google Drive to organize and keep track of inventory.**

- Everyone can access spreadsheets and update as events progress and more supplies are purchased/ as events pass and supplies are used up.

- Grab and Go bins
- Storage space – Regan has the 2 rooms which are being organized by Jesse
- Agree to purchase more bins to make functional space- Size of bins to be measured.

**5) Past fundraisers – Trivia Night - March 22/25 Black Creek Community Center**

- Total – 1471\$  
Expenses that need to be paid out from that are – Hall Rental (\$180) & food/drink/other event costs. Please submit your receipts for reimbursement. Eventbrite fee of 106\$ - was already taken out of the 1471\$ total.
- Feedback- Some people thought it would be music playing and they had to guess the song ( which is a good idea)
- Great event with more laid back feeling at a community center vs school setting.
- Planning for next year – 1 event in the community ( rental fee ) ; 1 event in the school ( no cost) = Regan suggests Fall 2025 trivia night to be in the community/Spring trivia night to be at the School
- Next date Oct 18<sup>th</sup> 2025- Black Creek Community Hall .

**6) Fundraisers in the Works**

a) Spring Market – April 26/25 - Vendor registration #'s- 60 Vendors so far. Capacity is \$35/table if using one of our Tables (31 vendors needing tables)

- 65-70 tables needed from SD. – Regan will organize.
- Admission by Donation
- Partnered with the Comox Valley Farmers Market for marketing the Spring Market- Signage
- Reached out to Outback Nursery for greenage around door entrance
- Regan will be the coordinator for student sign in/sign out for volunteer hours.
- Scwirt Jazz Trio confirmed for \$300.
- Kids' Zone: No childminding- Just a space- Speakers for music?
- BBQ + concession Zone: Will order 120 Burgers, 60 hotdogs, 10 veggie burgers and 10 veggie dogs – No need for food tickets as these will be side by side this market.
- Ice Cream Vendor will be outside
- Sayre will bring bbqs
- Catherine created a QR code with VMPA links - Feedback forms, Silent Auction, Facebook and Instagram account links
- Silent Auction- items from vendors and community coming in – discussion Re: big ticket items doing a raffle or an auction in the future.
- Winter market 2025 Nov 29 - increase table fee to 40\$/45\$

b) Beer and Burger- End of May- Match May 27<sup>th</sup> – 5pm - NO SILENT AUCTION

Tickets have been picked up and ready for sales

- c) Happy Hippo- remains up and running – no update this meeting (Joanne)
- d) Worlds Finest Chocolates – Still have excess of chocolates- sales at cost now just to recoup costs. ( all event concessions, staff lounges etc. )
- e) Grocery Bagging- Old Farm Market- May 3<sup>rd</sup> did not work as a option for bagging.  
Oct 4/25 and Dec 13/25 dates secured for next school year’s opportunities ( Before Thanksgiving and Easter)
- f) Return it Express account/CV Landfill Bottle program- Return it Express account- VMPA Sticker label print out for express- Use  
**# 250-337-8729**  
CV Landfill Bottle program – no Update

## **7) 2025 Band Trips**

Grade 8’s – Victoria -COMPLETED

Sr Band - Grade 11/12 Sr Band Cuba- April 4-12 – COMPLETED

- (additional instrument fees – 8-900\$)
  - Money transfer of ~12000\$ from VMPA to Regan/ Band program to be completed Asap
- Jr Band – Sun Peaks –May 8,9,10,11

## **8) Other Business**

- a) Bursary Applications – 3 Received. Executive Meeting May 13/2025 (virtual) Discussions of a non-bias member (DPAC rep) to join virtual meeting in the event of a tie vote. Joanne will arrange this.
- b) Gaming license application for Year End Concert / Reporting of Revenue for Trivia night
- c) Recruitment for next years board/parents/volunteers – BBQ in Sept for first VMPA meeting “Welcome Event” in the band room

**Next Meeting –May 15<sup>th</sup> /2025 6pm**