



[MUSA Council AGENDA]

Date: 11/08/23
Time: 8 am
Location: MUSA Office

I. Attendance

Name	Position	Attendance
Amelia Walker	President	P
Sayako Leznoff	VP Finance	P
Emma Porter	VP Admin	P
Indira Graham	VP Internal	P
Rue Beer	VP External	P
Phoebe Cheng	AMS Representative	P
Mika Colonia	4th Year Representative	P
Maryam Khamis	3rd Year Representative	P
Denise Chung	2nd Year Representative	P
JJ Logan	1st Year Representative	P
Jeremy Soloman	4th Floor Lounge Manager	P

II. Call to Order

The meeting was called to order at 8:00am PDT

III. Land Acknowledgement

Amelia acknowledged that UBC's Vancouver Point Grey campus is situated on the traditional, ancestral, unceded territory of the hən̓q̓əmin̓əḥ̓-speaking xʷməθkʷəy̓əm (Musqueam) people. The MUSA Executive Committee would also like to acknowledge that everyone is located in many places, near and far, and acknowledge the traditional owners and caretakers of those lands.



IV. Amendments to the Agenda

V. Adoption of the Agenda

MOVED BY Amelia Walker , SECONDED BY Jeremy Solomon .
"BE IT RESOLVED THAT the agenda be adopted as amended."

Result: APPROVED

VI. Approval of Previous Meeting Minutes

MOVED BY Emma Porter , SECONDED BY Sayako Leznoff .
"BE IT RESOLVED THAT the meeting minutes of 10/30/23 be adopted as distributed."

Result: APPROVED

VII. Agenda Items

- Welcome Denise Chung, Second Year Representative
 - Year, Pronouns
 - 2nd year, she/her, dual degree in voice and education
- Interview with the Charity Concert
 - How'd it go?
 - Interview is scheduled for November 10th at 3pm
 - When will the post go out?
 - The week following the interview
- Charity Concert Logistics
 - Emails have been sent to successful applicants
 - Saya, Amelia, and Emma judged the auditions on Tuesday and chose the successful applicants
 - 10 acceptances, 3 waitlists, 4 rejections
 - Program will have to be made
 - in email, we asked them to provide us with the piece, composer, date, name(s), ensemble name
 - Performers need to figure out page turners
 - Performers are required to be there at 6 pm and concert to start at 7 pm
 - Intermission 15 minutes
 - Do we wanna pay for it to be recorded?
 - Saya and Amelia need to meet with Abby to discuss finances before we



- know if we can afford a recording
- Who can rearrange the stage? Who can open the door when people go on and off?
 - There should be 2 speakers, 2 stage managers, and 2 greeters at the door
 - Performers should not have to do other jobs
 - Amelia and Maryam are performing
 - Emma and JJ stage manage. There is a light panel in the back to also control the lights. Emma can do it
 - Jeremy and Mika greet people at the door. Hand out programs and accept donations
 - Should have 2 people (that aren't Amelia) to speak
- Lights will need to be done
 - Emma will do as part of the stage managing
- Should have a little welcome speech
 - Explain AMS Food Bank
 - Thank the performers
 - People TBD
- Boxes should outside the event to take donations
- Before event starts, who can be welcoming individuals, handing out programs, showing where donations can go
 - Jeremy and Mika
- Anything else?
 - We will create stage plots for performers to fill out so that the stage managing can run smoothly
- More comprehensive plan to be made
- Halloween Manhunt in Music Building
 - Successes and Failures?
 - Good turnout and overall positive feedback from participants
 - Should be more prepared next time
- Going to plan a meeting with staff in the office about how this term has been going
- Survey about Program Costs
 - Amy Farahbaksh, Music Academic Advisor, has asked us to disperse this survey which impacts how much student funding students receive
 - Survey will be emailed out
 - Plan to post on our story and website about the survey
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- Dina MacDougall, Marketing and Communications Strategist has asked if members of MUSA would like to run the instrumental petting zoo on Feb 18, as a part of the Kids Take over UBC
 - Amelia has agreed, who else can be there?
 - Other members TBA until proper details and timing of the event is known
- December
 - FBF
 - Where do we want to order from?
 - Saya has been in contact with 3 different coffee shops with possible pastry options.
 - Saya to order and pick up pastries
 - Jeremy to set up the table
 - Phoebe to order and pick up coffee
 - Holiday Decorating
 - Will be ordering Hanukkah themed decorations this week
 - Gingerbread houses and hot chocolate need to be purchased
 - Mika will pick up from Costco, Saya will reimburse
 - We should bring a bottle of Bailey's
- November
 - Alexander Technique Workshop
 - Kathryn was unable to do it but her and Amelia are working together to find someone else
 - It will not be happening on the 10th as planned due to the cancellation of the previous person
 - Plan on rescheduling for January
 - Movie Night
 - AMS Building
 - Ian-> he responded yesterday
 - We have confirmed the Kingsmill Forum in the Nest
 - Friday, November 17th
 - 8pm
 - Attached to Social Media Post
 - When do we want to post?
 - Post to go out next week
 - Story post first with movie survey
 - Proper detail post to follow



- MUSA team make some decorations
 - Amelia to make decorations
 - Thursday, November 16th, 12pm-4pm
 - Decorations to be determined based off the movie selection
- Refreshments for the event
 - Pizza
 - Rue order the pizza on November 13th
 - Pop
 - Bring your own drinks if you want something other than hot chocolate
 - MUSA make hot chocolate
 - Post will inform students to bring their own mugs
- MUSA Retreat
 - Potluck will be November 26th 7pm
 - Will be hosted at Amelia's house

VIII. Action Items

- **Amelia:** meet with Saya and Abby to discuss our finances
meet with office staff to discuss how the year has been going
order Hanukkah decorations
find someone to run the Alexander Technique workshop
make the decorations for the movie night
- **Saya:** meet with Amelia and Abby to discuss our finances
order the pastries for FBF and pick them up on December 1st
- **Emma:** send out the stage plot forms to charity concert performers and create program
- **Indira:** post about: charity concert, movie night, survey
- **Mika:** buy hot chocolate and gingerbread houses from Costco
Bring 3 costco boxes for the food bank

IX. Adjournment

“BE IT RESOLVED THAT there being no further business the meeting be adjourned at 8:32am.”

Amelia Walker



**Music
Undergraduate
Student's
Association**

**UBC Music Undergraduate Students'
Association**
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President
UBC Music Undergraduate Students' Association

Respectfully submitted by

Emma Porter
Vice President of Administration
UBC Music Undergraduate Students' Association