

*Mr. Larson*

Music Department

Minutes of Staff Meeting December 1, 1959

Present: Mr. Larson, Mrs. Hitchcock, Ronald Tarr Dora Ah Chan, Nora Hinckley, Carl Cunningham, Dorothy Moritz.

Christmas Recital: There will be a Christmas Recital on December 17, 1959, Thursday at 7:30 p.m. in the Music School auditorium. Mr. Tarr, Chairman, reported that there will be approximately 23 piano students participating in the recital, one of which is a cello student. The total time estimated for the recital will be one hour. Performing students will be instructed to report to their respective teachers before the recital. Invitations for the Christmas Recital will go out to parents. Mr. Tarr will submit the completed program to Dorothy on December 7. Refreshments will be served following the program.

It was requested that the Steinway grand piano in the auditorium be tuned before the recital. Mrs. Hitchcock requested that Dorothy get the estimated cost of having all 15 pianos in the Music School tuned.

A general discussion was held concerning ways to advance and benefit the school. Mrs. Hitchcock informed the staff that there will be a Music Advisory Committee meeting in the Music School on December 9, at 4:30 p.m. The teachers have been invited to attend.