

PETERBOROUGH NEW HORIZONS BANDS  
BOARD OF DIRECTORS MEETING – Minutes

FEBRUARY 8, 2012

PRESENT: Wayne Mutton, Bev Bresee, Chris Wells, Cathy Breedon, Walter Dobrew, Margaret Kean, Fred Sneath  
ABSENT: John Devan  
Recording Secretary: Cathy Breedon

1. Conflict of Interest declarations: none
2. Approval of agenda and minutes of Jan 18/12 meeting: Margaret Kean moved and Fred Sneath seconded that the agenda and minutes be approved. Carried. This term's last sectionals will be the first Wed in Mar.
3. Presentation by Sal Castiglione: Since a number of people are busy after May 24 weekend each year, it was suggested that band practices finish by the May concert and that the Information Day be held the week after. The Pops concert was set for May 29, 2013; the Dynamics and Swing Set will play. The May concert was set for May 24/13; the three bands will play. Our Christmas concert will be on Dec 7/12 at TASS (\$150), but some new venues, eg Calvary Church or Selwyn Church on Hwy 28 (approximately \$500) will be investigated. They may be more expensive, but parking would be better.

New music: costs about \$100/song. Sal suggested that we buy 1 new piece per conductor per term - 6 new pieces. It was suggested that we procure advertising segments to "sponsor" specific songs, similar to what we're doing for the 10<sup>th</sup> Anniversary sponsorship from local businesses. Another suggestion was that we solicit from within to cover the cost of a song; eg a couple could 'donate' money for a specific song in celebration of their wedding anniversary.

- 3.1 Presentation by Ingrid Boonstra: Living Hope Church renovations on the heating/cooling system, to begin on Feb 9. There may be some changes to the rooms in which practices will be held, or times, until the renovations are completed; as much prior notice as possible will be given to us.
4. Business arising from minutes:
  - 4.1 Elimination of future March concerts: The benefit of a March concert is that we make some profit after expenses. The downside is that we'd get no concert income. The Conductors seem to favour this elimination as it would give them more time (Jan - Mar) to teach technique during practices rather than just practicing for upcoming concerts. We will continue to do benefit concerts, as well as our ensembles, or we will decide to give to the Community on other ways; it should show on paper which charities we support at these concerts and, rather than a set rate to donate, a pre-concert decision will be made each time. Fred Sneath moved and Walter Dobrew 2<sup>nd</sup> that we eliminate March concerts effective March, 2013. Carried.
  - 4.2 Social Team Update - Bev: Five people have volunteered: Ceris Higgs and Audrey Lakien - Green, Olga Palatics - Pine, Loretta Horwood - Oak and Pheda Murphy - Odyssey; they'll work with Walter Dobrew. Our Pops concert is June 6/12.
  - 4.3 Areas of Responsibility Chart Finalization – Bev: Margaret Kean suggested that the email coordinator be chosen from outside the Board. Members assuming each area of responsibility will report to: Membership – Chris Wells; Social – Walter Dobrew; Green Band – Margaret Kean; Sponsorship – Chris Wells; Librarian – Cathy Breedon; Concert Manager – John Devan; Email Coordinator – John Devan; Website Manager – Bev Bresee; Coffee Coordinator – Walter Dobrew.

- 4.4 Flow Chart – Margaret Kean: no update from recent flow chart presentation. The three independent groups are: Studio Band, Licorice Sticks, Celtic Folk, and the Horn Choir .
  - 4.5 Finalization of Annual Plans and Objectives – Bev: this will be updated on our website. Bill Robb is working on a Trillium Grant for our band and Fred Sneath, Cathy Breedon and Chris Wells finalized a Community Project Grant application to submit to City Hall. Margaret Kean moved and Chris Wells 2<sup>nd</sup> the annual plan as amended.
  - 4.6 Conflict of Interest Policy Finalization: The updated Policy has been put in the large By-Law book. Copies will be distributed to Board Members by Cathy Breedon. Margaret Kean moved and Fred Sneath 2<sup>nd</sup> the finalization. Carried.
  - 4.7 Community Project Grant Update – Fred Sneath: the application, for the maximum allowed - \$1,000 - was submitted online to City Hall on Feb 5; Cathy Breedon will deliver nine hard copies (the City's requirement) to City Hall before 3:00 pm, Feb 10. We will not get any decision of its success until mid-May.
  - 4.8 Snow Cancellation Update – Bev: in Bev's absence, if weather warrants practice cancellation, Sal will call Lynn Allan, by 7:00 am, to post on website.
  - 4.9 In Camera
  - 4.10 Evening Band – Criteria: 1) must be experienced players who cannot attend daytime practices. 2) There must be at least 25 members in order to validate. 3) Members must be PNHB members who play in a day band also. 4) part-time/shift workers can attend as their schedule allows, and Trent University and SSFC students will also be accepted and perhaps open to Grade 9-11 music students. 5) members must NOT belong to Trent River band. We will start recruiting in March/12 by emails to members. Names are to be given to Jon Knights now and over the summer; it will start the week of Oct 8/12, so it won't interfere with Green band. John Knights will be responsible for the locale. Margaret Keen is willing to help. These criteria are to be reviewed by Jon Knights.
5. Reports:
- 5.1 Treasurer: Chris Wells distributed current Profit and Loss Statement and Balance. We will continue our insurance with the Canadian Band Association Insurer. The 2009/10 GST rebate issue has been resolved: somehow the government deposited the rebate in Chris's personal bank ac! - he issued a cheque to Harlene Annett to cover the amount!
  - 5.2 Publicity – Wayne Mutton: sending a report to update the website.
  - 5.3 Rental/Property Report – Margaret Kean: Rental forms have been drawn up for people who are renting instruments from the band. Our cupboards and closets (percussion) need to be downsized and tidied. The cable on the kettle drums is slipping. Sal and Roger feel it will not be difficult to fix.
6. New Business
- 6.1 Correspondence from John Devan re 10<sup>th</sup> anniversary plans: When the expenses for the Mar 23 concert are paid, the bulk of the profit will pay toward the cost of the commemorative calendars. We will ask, on the website, for volunteers to find advertisers willing to buy a space for their ad in blank spaces on the calendar. Margaret Kean moved and Cathy Breedon 2<sup>nd</sup> that this profit will pay for calendars.
  - 6.2 The website will be updated to include Board members and their specific areas of responsibility. We have 5 unused rooms that we are renting at Living Hope; Ingrid assured us that most of the rent money is for the large rooms. This may be addressed after the renovations.

6.3 SwingIt/Knightshift concerts. If PNHB members are involved, we will support all their musical endeavours but not if the concerts are fund-raisers for Trent River NHB.

6.4 Upcoming concert dates: Dec7/12; no Mar/13; May 24/13; Pops May 29/13;

Fred Sneath moved adjournment. Carried. Next Board meeting March 14/12, 4:00 pm.