

PETERBOROUGH NEW HORIZONS BAND
Board of Directors Minutes
January 13th 2016

PRESENT: Lorna Verhulst, Ruth Mathews, Cathy Brown-Payne, Margaret Seabrook, Carol Mutton, Jack Sisson, Bob Arnold, Earle Henderson, Maggie Chambers
Roger Bresee, Ex-Officio
Gordon Thompson, Ex-Officio
Recording Secretary: Joan Necoloff

1. **Conflict of Interest - None**
2. **Approval of Minutes of November 11th and November 23rd, 2015**

MOVED by Carol Mutton and SECONDED by Margaret Seabrook that the minutes of November 11th 2015, be approved.....CARRIED
MOVED by Maggie Chambers and SECONDED by Bob Arnold that the minutes of November 23rd, 2015 be approved.....CARRIED

3. **Business Arising From Minutes**
 - 3.1 (a) **Drum Kit - Ruth Mathews**

Ruth reported that she has been working on the Master Classes with great success. Ruth was thanked for organizing three Master Class sessions. Ruth reported that there was a need to have a similar system in place for drum kit players. Long and McQuade has a drum kit coach who would charge \$40 per hour per person. This was discussed in great detail and the following motion was made

MOVED by Ruth Mathews and SECONDED by Cathy Brown-Payne that PNHB offer present drum kit players, a one hour lesson, once a month for 4 months beginning in February, with a maximum of 6 people. Location to be at Long and McQuade and will be paid for by PNHB.....CARRIED

- 3.1 (b) **Drum Kit Tuning – Ruth Mathews**

We have 2 drum kits that have never been tuned. Discussion on this, and the following motion was made.

MOVED by Ruth Mathews and SECONDED by Carol Mutton that PNHB hire a person to tune our 2 drum kits, at \$35 per hour for up to 3 hours, and to also train one of our members, and including payment for a room rental.....CARRIED
Ruth will look after getting a person.

- 3.2 **Sectional Combination – Gord Thompson**

Gord reported that sectionals for oboe and flute, and bassoon and low brass, have been combined for four sessions and this has worked out. He recommends that this continues.

MOVED by Maggie Chambers and SECONDED by Cathy Brown- Payne to continue the practice of combining sectionals for oboe and flute and bassoon and low brass, from March 9th until May 11thCARRIED

- 3.3 **Defibrillator - Update from Margaret Seabrook**

Margaret reported that we have purchased a defibrillator. It needs to be checked monthly and Margaret will do this. She suggested that we have John Bowker do CPR and defibrillator training. This would include 4 - 5 hours of Red Cross training, as well as training using a mockup for practice. His price is \$55.00 per person but he will reduce this price for more than 12 people. After discussion it was decided that Margaret would do the scheduling and will email asking for volunteers. It was agreed to train two people per band, totalling 10 people. Living Hope will send some people and pay for them.

- 3.4 **Copier Purchase – Roger Bresee**

We now have a copier in the storage room for use on band days. It is to be used only for band music. Decision was made to make an announcement at break.

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3.5 Master Class Debrief – Gord Thompson and Ruth Matthews

Thanks were extended to Ruth for organizing three of the master classes. The percussion class was very good but not much hands on playing. The trombone class was also very good. New people really benefited, there was personal instrument help and they played music and had fun. The tuba classes are this Saturday and 13 are attending so far. Flutes and French horns have had classes as well. Gord reported that the trainers were all very professional. In future we should have two levels of learning for each instrument. The Board agreed to put this issue on the grants requests. Carol Mutton did a newspaper article for the Peterborough papers on the classes.

3.6 Update on Policies and By-Laws Organization - Carol Mutton and Jack Sisson

Carol referred to the review summary which was pre-distributed. The Committee have been working on a template for policies, a review schedule, organizing of policies, a communication plan, and developing new policies. They are separating policies from forms, procedures, and guidelines and will revise a few current policies. Carol will bring the revisions for approval next month.....**Tabled to March**

4. Reports

4.1 Conductor Co-Ordinator - Gord Thompson

Gord reviewed his pre-distributed report. There have been two conductors meetings since this report. He reported that we have purchased 60 new scores. Discussion on music sharing with other bands, and it was decided we do not need to do this at present.

It is our turn to host the Lakeshore New Horizons Band. Discussion on scheduling, which band should play, and how long we need to play and location.

MOVED by Earle Henderson and SECONDED by Jack Sisson that we host Lakeshore New Horizons Band on Sunday, May 29th at 2 pm followed by a pot luck. The location and bands to play to be determined laterCARRED

4.2 Treasurers Report - Roger Bresee

Roger reported that financially we are in good shape right now because of the grants. He will re-allocate the grant expenses and get approval of the final copy. The T1030 Government report has been completed for this year. Gord has developed an attendance sheet which should make invoicing easier.

4.3 Publicity Committee – Bob Arnold and Carol Mutton

A Facebook page has been set up for members only and is being used for communication. There was an article in Peterborough This Week reporting on the master classes and we will submit a new article after Cuba. All the promotion and advertising is focused on recruitment. Carol reported she is getting quotes from The Examiner and Star 93.3 for print ads and radio ads. Ideally a combination of these would be good. The Senior's grant is maxed out right out and there is no budget in place. Monies would come from general fund. Discussion followed and Carol will get more specific pricing and timing for ads. Lorna commented that Carol is doing a great job.

MOVED by Carol Mutton and SECONDED by Earle Henderson that the publicity committee will proceed to research radio and print ads and bring a proposal for a recruitment campaign back to the Board for approval..... CARRIED

Bob Arnold reported that Five Counties have discussed a concert for their fundraising for family and friends. We have a Rotary Club member in our band. The Kinmen are impressed with our website and Lions Club had an ensemble member attend a meeting to see if we can incorporate it into their fundraising. Discussion of new rate schedule for Calvary Church for December 2016 concert. Last year the cost was \$850 and this year it is up to \$1100.00.

4.3(b) Sponsor for May Concert – Long and McQuade have agreed to sponsor us.

4.4 Grants – Cathy Brown-Payne

Cathy reported that the **Peterborough Community Grant** is due very soon. We need to decide what we need the money for. Previously, we have received grants for storage space and shelving, for music, and rental of storage space. It was suggested we request \$5000.00

Community Investment Grant – we need to embellish our application to show our impact on our community. They decide how much we receive depending on our application.

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Ontario Seniors Grant – We have received for past 2 years. They will pay 80% of any project up to \$10,000. Discussion on our current needs; storage, music, improved master classes, exchanges, promotion and advertising, rehearsal space, subsidize special needs members, rental of transportation for events, encourage home schooled students, and subsidize refugees.

4.5 Social Committee – Margaret Seabrook

April 1st is the spring social. Earle will talk to Parkway Place to firm up this date and he will report back.

4.6 Long Range Planning – Earle Henderson and Jack Sisson

Earle and Jack had a meeting with Living Hope church. They are happy with us and have no plans for a day care. We don't have use of the kitchen and there are no storage options for us. Our lease is for 1 year at a time. We will have a meeting with the church counsel to discuss external storage ...**Tabled to march**

5. New Business

5.1 Kiwanis Music Festival

MOVED by Carol Mutton and SECONDED by Earle Henderson that PNH B donate \$100 to the Kiwanis Music festivalCARRIED

5.2 May Concert Beneficiary – Lorna Verhulst

Lorna read letter from Louise Magaoohaes which is a formal request and application from Food for Kids for a donation from our concert. They fund a breakfast program for school kids. They have been made aware that we would like them to sell concert tickets for us. We have also had a request from the MS Society.

MOVED by Earle Henderson and SECONDED by Maggie Chambers that if Food for Kids is a registered charity that we will choose them as our beneficiary at our May concertCARRIED

5.3 Request from 2 PMHB Members

We have requests for us to support Syrian refugees by offering free PNH B membership. It was discussed that we will need a co-ordinator from the board and will have to have conductor approval. It was suggested that we include in our grant request monies to subsidize this group as well as for a translator. Ideally we could do this for September. **Deferred to March**

5.4 Boston Pizza Deal

We have sent a letter to Boston Pizza to ask for the same deal we have with Kelseys.

5.5 Morello's Independent and Music Events - Ruth

Ruth reported that Morello's has a big fundraising event on the long weekend of May and we could possibly send an ensemble to play. This would be good exposure for us. Ruth will get details as to what they need, time, etc. and how many people. She will report back**Tabled for March**

5.6 Website Updating

Earle Henderson will arrange for new photos to be taken for the website.

5.7 Sunshine Band

Earle reported that everything is taken care of and planning is in good shape. The Sunshine Band leave for Cuba next Monday, January 25th.

6. Date of Next Meeting – March 9th, 2016 - No meeting in February

7. Adjournment - MOVED by Jack Sisson that the meeting be adjourned.....CARRIED