

**PETERBOROUGH NEW HORIZONS BAND**  
**Board of Directors Minutes**  
**March 9<sup>th</sup>, 2016**

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**PRESENT:** Lorna Verhulst, Cathy Brown-Payne, Margaret Seabrook, Carol Mutton, Jack Sisson, Bob Arnold, Earle Henderson, Maggie Chambers.

Roger Bresee, Ex-Officio Gordon Thompson, Ex-Officio

**REGRETS:** Ruth Mathews

**Recording Secretary:** Joan Necoloff

**1. Approval of Minutes of January 13<sup>th</sup>, 2016**

**MOVED** by Margaret Seabrook and **SECONDED** by Maggie Chambers that the minutes of January 13<sup>th</sup>, 2016 be approved with the rewording and clarifying of 3.1 (a) and a typo being corrected .....**CARRIED**

**2. Membership - Lorna Verhulst**

The following people have applied for membership, David Porter, Allan Kelly, Carmelle Sullivan, and Ken Sein (Winter term only).

**MOVED** by Cathy Brown-Payne and **SECONDED** by Earle Henderson that PNH B accept the above people for membership.....**CARRIED**

**3. Business Arising**

**3.1 Drum Kit Lessons Billing – Roger Bresee**

Roger reviewed his report regarding Long & McQuade's invoicing and billing system. Roger offered to write a board policy for review and approval.

**MOVED** by Maggie Chambers and **SECONDED** by Margaret Seabrook, that we pay retroactively for the 7<sup>th</sup> persons drum kit lessons..... **CARRIED**

**3.2 Drum Kit Tuning – Update**

Ron Reid has been hired to tune the drum kits and any members who wish to learn can be involved. The date to be determined.

**3.3 CPR/AED and Workshops – Margaret Seabrook**

Margaret pre-distributed her report on the workshops. They went well with good participation. John will drop off a manikin for practice along with the defibrillator and will hold a refresher course shortly after. We also partnered with Living Hope on this issue.

**3.4 Policies By-Laws Organization and Schedule – Carol Mutton and Jack Sisson**

Carol reviewed the committee plan to bring policy changes to the board for approval and update four policies per year. Lorna would like to add an addendum to the Small Ensemble Policy regarding handling of ensemble fees. She has suggestions from an ensemble treasurer which will be distributed to the Board to be discussed at the next meeting. ....**April Meeting**

**3.4 (a) 90 Plus Policy for Ensembles Membership**

We need a policy to address the 90+ ensemble members.....**Deferred to April**  
Lorna stated that anyone who would like a current policy revised or changed, to send the information to Carol or Jack for them to prioritize.

**3.5 Band Exchange with Bowmanville – Gord Thompson and Earle Henderson**

The date has been set as May 29<sup>th</sup>, however, the venue is not confirmed yet. We may have to change the date. The Legion was booked tentatively. We will confirm asap.

**3.6 Boston Pizza – Ruth Mathews**

Ruth has approached them for the same fundraising option as Kelsey's but no reply as yet.

**3.7 Morellos Independent – Music event**

One of our bands will perform on May 24<sup>th</sup> weekend at their music event. Ruth will confirm.

**3.8 Band Photos and Website Photo update – Earle Henderson.....Deferred to April**

**3.9 Band Photocopier** – new copier is being used on band days with no issues.

**3.10 Facebook Page Update** – Carol Mutton is admin for the public page, and is co-admin for the

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member's only page with James Burrett. After some discussion the Board decided they would like the members' page to be private. Carol will work with James to do this.

**4. REPORTS**

**4.1 Conductor Co-ordinator Report – Gord Thompson**

- In January and February, Gord and the coaches did not work, therefore there was no billing.  
- Gord has developed an attendance sheet for coaches to better assist Roger with the invoice system. He is working with the Conductors on changing the rosters to balance the bands.

**4.2 Treasurers Report – Roger Bresee**

Roger pre-distributed his report and there are no additional comments. The Sunshine Band balance will be distributed to the band members.

**4.3 Publicity Committee – Carol Mutton and Bob Arnold**

Carol pre-distributed the committee report. They need a decision on a radio campaign for recruitment for prime time at a cost of \$500. It was agreed we put the Examiner advertising on hold and try the radio ads first. The Green Band application asks a question about how they learned about band.

**MOVED by Carol Mutton and SECONDED by Earle Henderson that we proceed with a radio ad campaign for up to \$500, in April to recruit new members ..... CARRIED**

Bob Arnold has been speaking with the Canadian Mental Health Association and has set up a concert for the Fundamentals to play at Royal Gardens. He has also arranged for Swing Set to play for the Kinsmen. This is good community promotion for the band and will result in some sponsors. We will promote this in the newspaper community listings.

**MOVED by Bob Arnold and SECONDED by Jack Sisson that on March 29<sup>th</sup>, the Fundamentals will play for the Canadian Mental Health Association, and April 13<sup>th</sup>, Swing Set will play for the Kinsmen and PNHB will cover the conductor fees of \$35 for both of these events. .... CARRIED**

**4.4 Grants – Cathy Brown-Payne**

Cathy reported that she has sent an application to the City of Peterborough requesting \$5000. An application was also sent to Ontario Seniors Grant for \$8000. We will hear from both by June.

**4.5 Social - Margaret Seabrook and Earle Henderson**

Spring Social for April 1<sup>st</sup> has been organized. Tickets are ready for sale. Discussion followed on special pricing for people who play in the ensembles and conductors.

**MOVED by Carol Mutton and SECONDED by Bob Arnold that we keep the admission price for the Spring Social at \$10 for everyone .....CARRIED**

**MOVED by Earle Henderson and SECONDED by Carol Mutton that PNHB will spend \$200 for gift cards to give out at the Spring Social ..... CARRIED**

**4.6 Sunshine Band - Earle Henderson**

Earle read a letter from Transat apologizing for some problems on the Cuba trip but no offer of reimbursement. The Sunshine Band will be playing at the Bowmanville exchange.

**4.7 Long Range Planning –Earle Henderson and Jack Sisson**

Living Hope next church council meeting is March 10<sup>th</sup>. They will review our request for outside storage and get back to us. PNHB usually meets in May with Living Hope to discuss lease renewal for the coming year. This committee is considering additional costs at the Mount for extras like sound proofing, etc. As well the rental cost is still not known. We are waiting for costs from our investigation team .....**Revisit in April**

**4.8 Concert Manager – Earle Henderson**

The concert date is June 3<sup>rd</sup> and the deposit has been paid. We confirmed that Food for Kids is a

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registered charity; therefore we will make them our beneficiary for the concert. We need a name for the concert considering "Food for Kids". Lorna will ask the membership for ideas.

**5. New Business**

**5.1 Support of Syrian Refugees – Maggie Chambers**

Maggie sent a report to the board regarding offering free band fees for some refugees. It's too soon to do this, so we will revisit this in August ..... **Deferred to August**

**5.2 Music at the Mount – Monday, May 2<sup>nd</sup>** ..... **Deferred to April**

**5.3 Trillium grant for 2016-2017** ..... **Deferred to April**

**5.4 New Copier**

The copier that Reita has been using is too old and parts are not available. Reita got quotes for purchasing a new machine, purchasing a reconditioned machine or leasing a new one. There was discussion on pricing, warranties, and timing of this request, and it was agreed it would be best to purchase a new one.

**MOVED by Earle Henderson and SECONDED by Margaret Seabrook that we purchase a new copier from Kawartha Business Equipment for a cost of \$5822.00 plus HST which includes a \$200 trade in, pending an included warranty. ....CARRIED**

Discussion followed on having only one company quote. In future we will ensure we get three quotes. This copier is needed in a rush, so the decision was made.

**6. Date of next meeting – Board Meeting - Wednesday, April 13<sup>th</sup> 4 pm**

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