

PETERBOROUGH NEW HORIZONS BAND
Board of Directors Minutes
April 13, 2016

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

REGRETS: Roger Bresee

Recording Secretary: Joan Necoloff

1. Conflict of Interest - none

2. Approval of Minutes of March 9th, 2016

MOVED by Carol Mutton and SECONDED by Margaret Seabrook that the minutes of March 9th, 2016 be approved.....CARRIED

3. Conductor Co-Ordinator Report - Gord Thompson

The report was pre-distributed. Gord reported that most issues happen on Wednesdays.

- All music has been received and sorted. There is enough music ready for next year.
- All master classes are complete and all groups in the band have attended.
- No decision on Conductor pairing for next year until after the next Conductors meeting.
- Band Rosters – members have been asked to consider moving and the final roster is mostly confirmed for next year.
- Conductors meeting next week to confirm pieces for the concert.
- There was a coaches meeting today and Gord will send out a summary.

4. Business Arising from Minutes

4.1 Bowmanville Exchange Update – Gord Thompson

The date has been confirmed as May 29th, and Living Hope has been rented from 2 pm to 7 pm. Bands will perform at 3 pm. They will try to do two combined numbers. The concert will be 1 ½ - 2 hours. Social following will be pot luck. Suggestion that the Sunshine Band look after the food and set up. Bowmanville Band will bring desserts. Anyone is welcome to come and listen and share the pot luck. Margaret and the Social Committee will look after this.

4.2 Drum Kit Tuning Date – Ruth Mathews

Drum Kit tuning will be done on a Thursday but no date is set yet. It may take up to 3 hours.

4.3 Update on Radio Ads – Carol Mutton

Radio campaign on 93.3 starts in May to target a specific audience. Carol will get more info on the 30 second script. They will run in primetime, 8 am – 10 pm and we'll get bonus spots as well. Important that website is updated before the ads, as people will be directed to it.

4.4 Small Ensemble Policy – Jack Sisson

Jack reported that this Policy has been seriously revised. It was suggested to keep guidelines separate. It was agreed to leave out the pay rate. Thanks to Roger for his comments on this revision.

MOVED by Earle Henderson and SECONDED by Bob Arnold, that the Small Ensemble Policy be accepted as distributed..... CARRIED

SOCAN FEES - Lorna reported that Bev has been submitting the SOCAN fees and license payments, however, it has been suggested that a board member do this. We pay a fee for each song played in public, i.e. from our concerts and any live performances by the small ensembles. The new person could train with Bev and start in September. Lorna will ask Bev to give us a how-to for next meeting..... **Tabled to May meeting**

4.5 Policies, Bylaws: Membership Policy Revisions

Carol reported that revisions from Roger have been included. Discussion followed on #2 regarding how best to handle late dues and still be consistent with our bylaws. It was agreed to eliminate #5 as it is repetitive, and move #9 to Code of Conduct Policy, and #10 to Small Ensemble Policy with cross-references.

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Addendum - Parent information letter should be revised to delete references to Green Band. We should talk with Harlene on this..... **Tabled to May Meeting**

4.6 Band photos and Website Update – Earle Henderson

Lynn Allan has been given the new group pictures and some pictures of social events to update the website. The bio's have also been updated.

4.7 Morellos Independent Grocery – Ruth reported that on the long weekend, Saturday May 21st at 11 am, Fundamentals will play outside the store for 45 min to 1 hour, with Mark conducting. This is a promo opportunity. We can hand out publicity cards. Chairs would need to be rented from the church to take over. Cost will be less than \$50.

5. Reports

5.1 Treasurers Report – Roger Bresee

In Roger's absence Lorna reported that Roger has requested a Board motion regarding financial controls. Discussion followed.

MOVED by Earle Henderson and SECONDED by Ruth Mathews that the Board confirms that the Treasurer is expected to ensure that financial controls are in place to ensure that the Board meets its fiduciary responsibilities, and that the Treasurer should question spending as appropriate.CARRIED

5.2 (a) Social Committee Report – Margaret Seabrook

Suggestion that the band has a fun day in winter, maybe on snow days.

(b) Report April 1st Party – Earle Henderson

It was a good party, well attended. Thanks to Ruth and Earle for an excellent evening.

5.3 Grants Reports – Cathy Brown-Payne

Cathy reported that the City will advise us in the spring if we are approved for the City Grant. The Provincial Government also will advise us in June.

5.4 Publicity Report – Carol Mutton, Bob Arnold

The website needs a co-ordinator and Carol will do it. In the longer term the website needs to be redesigned. There is an Examiner story on the information session and there will also be concert promo in the papers. Bob has arranged for Swing Set to play tonight at the Kinsmen Club and reporters will be there.

5.5 Policies and By-Laws - Jack Sisson, Carol Mutton

Next month the Membership and Community Respect Policies will be ready for approval. They will not go on the website until they are approved.**May Meeting**

5.6 Sunshine Band Report - Earle Henderson and Ruth Mathews

Earle reported they will disband this ensemble after the Bowmanville Band Exchange. It was very successful. Rebates were distributed to members after the trip.

6. New Business

6.1 Long Range Planning Update – The Mount & Living Hope.....Deferred to May

6.2 Music Theory Class.....Deferred to May

6.3 June 3rd Concert “A Musical Feast” – Lorna Verhulst.

Plans are going well, i.e. Cathy Breeden is looking after the tickets, Wayne is doing posters, and the program ads. We have Long and McQuaid as sponsors, and our benefactor is Food for Kids. Gord is working on the seating plan.

6.4 Calendar Dates and Band Terms 2016 – 2017

Waiting for a report from conductors meeting.....**Deferred to May**

6.5 Music Budget 2016 – 2017..... Deferred to May

6.6 Survey of Members – Jon Knights would like to make a 20 minute presentation to the board on conducting a questionnaire or survey. It was agreed to do this on **Wednesday, April 20th at noon.**

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7. Other Business

Party for Peter Ford's Retirement – Maggie has been asked if we would announce this event to our membership. It was agreed that Maggie would announce it at break next week.

Ensemble Treasurers are having problems balancing their accounts because of the HST rebate amount.

8. Date of Next Meeting – Wednesday, May 11th, 2016 - 4 pm

Survey Presentation – Jon Knights – Wednesday, April 20th Noon

Dialogue Committee – Wednesday, April 20th – 10:15 break

9. Adjournment

MOVED by Jack Sisson that the meeting be adjourned.....CARRIED 4.