

PETERBOROUGH NEW HORIZONS BAND
Board of Directors Minutes
May 17th, 2017

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

Ex Officio: Gord Thompson

Regrets: Roger Bresee

Recording Secretary: Joan Necoloff

1. Conflict of Interest - None

2. Approval of Minutes of April 12, 2017

MOVED by Carol Mutton and SECONDED by Bob Arnold that the minutes of April 12, 2017 be approved.....CARRIED

3. Reports Updates:

3.1 Conductor Liaison - Gord Thompson pre-distributed his May report.

- New conductor responsibilities list – At the past conductors meeting the co-ordinator specific roles were distributed amongst the conductors.

- Concert – We have lots of volunteers this year and are more than ready now. Band members should wear a touch of pink. Carol will communicate this to the bands.

- Planning for Next year – not much change to the rosters as not many members are moving. Coaching and conductors will be the same rotation and pairing. Coaching starts on Sept 20th. Gord will send schedule for next year to the Board and Coaches.

- New music – Conductors need the Board to approve the music budget for next year.

- Bob Arnold has booked the Clarinaires for Nov 23rd – 12:30 to 1:30 pm for Winterfest. Gord will pass this along.

3.2 Treasurer's Report - Roger Bresee pre-distributed the Treasurers Report

MOVED by Jack Sisson and SECONDED by Cathy Brown-Payne that we accept the Treasurers Report for April 2017, as distributed.....CARRIED

3.3 Social Committee Report – Margaret Seabrook – Report was pre-distributed

Committee needs space for storing supplies. Cathy Brown-Payne offered to personally store 3 or 4 totes for the committee.

3.4 Property Committee - Ruth Mathews

Some inventory is hard to identify and match up with the lists. Ruth is working on lists of what we have, what is missing and what is rented. The timpani is still not fixed but Ruth will look after this. Ruth has developed a new rental agreement but needs someone to get the agreements signed and collect the money. Ruth will ask Harlene if she will continue to do this. The board will set the rental costs for each instrument in August, and Ruth will have the inventory list ready for September.....**AUGUST MTG.**

3.5 Policies and Procedures – Carol Mutton and Jack Sisson

MOVED by Carol Mutton and SECONDED by Maggie Chambers that the Communication Policy be approved as distributed.....CARRIED

Carol reported we have a new lawyer who is working on copyright and health related policies.

3.6 Surveys – Jack Sisson

The Board one on one interviews will be finished this week and Jack requested that the results be sent to him by computer, keeping band responses separate if you wish. The final report will be completed for the August meeting. Conductors will be informed by September and a full report can go on the website.**AUGUST MTG**

3.7 Public Relations – Carol Mutton & Bob Arnold

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Report was pre-distributed and a backgrounder was done for the hospital and media regarding the concert. Peterborough This Week has had two articles and the Examiner as well.

- Carol asked for input regarding paid advertising. Last year we spent \$500 on radio ads. Discussion followed on which station would be better, and suggestion that we check the Green Band questionnaire results as to where they heard about the band. It was decided to wait for summer to decide exactly what to do and then do a blitz in the fall.....**AUGUST MTG**
- We are doing a recruitment presentation at Mapleridge and Bob has contacted Summit Terrance who may have four interested people.
- Roger has followed up on the joint advertising request with the Retired Teachers Association but no answer as yet.

3.8 Concert Manager Report – Earle Henderson - Pre-Distributed Report

Bookings are done, custodian and helpers for front desk and ticket sales have all been secured. U-Haul and equipment transport has been booked. Heather will get the name of the speaker.

3.9 Green Band – Lynn Dragomir and Carol Mutton

Information day – May 29th, 2017. Green band members will bring desserts, finger foods, and we looking after tea and coffee.

3.10 Sunshine Band – Earle Henderson - Report was pre-distributed

40 members from PNHB and 43 spouses and friends have booked for the trip. Joe Ubelacker will be the conductor. Rehearsals will start in the summer and will be full day practices. Rita will be paid \$200 for looking after the music and Joe's trip will be paid for.

3.11 Grants – Cathy Brown-Payne

PNHB received a City of Peterborough grant for \$3000 to be used for general operations.

3.12 Website – Carol Mutton

Website has been corrected and everything has been done. Photos will go up in the fall. Carol will send email to members regarding the secured log in. Pages in the secured log in will be policies, minutes, etc.

4. Business Arising from the Minutes

4.1 Peterborough Concert Band – Canada 150 Celebration has offered PNHB the use of their music stands, truck and other necessary equipment for Canada 150 at Peterborough Square June 29th. They have asked to borrow one of our timpani. They have also suggested that we bring our own bells. Gord and Sal will coordinate the equipment move and return to PNHB.

4.2 Update on Picture Day – Lorna Verhulst

The day went really well and members loved it. Brian did a fabulous job. This will not cost PNHB anything. Maggie offered to help Lorna with the final tally.

5. Other Business

5.1 Music Budget – In last year's motion the conductors were given up to \$3000 for music purchase if we receive the grant.

MOVED by Ruth Mathews and SECONDED by Cathy Brown-Payne that we budget \$2000 for the Conductors to purchase music, to be shared amongst the Conductors for the year 2017 – 2018 term.CARRIED

6. Date of Next Meeting – Wednesday, June 14th, 2017 – 10:30 am – at Lorna's home

7. Adjournment

MOVED by Maggie Chambers that the meeting be adjourned.....CARRIED