

PETERBOROUGH NEW HORIZONS BANDS  
BOARD OF DIRECTORS MEETING  
February 23 2022

**Present:** Angela Con, Lorna Verhulst, Lorna Devan, John Topic, Mary Chesher, Sherri Luff, Alan Brunger, David Lloyd, Cindy Babcock

**Conductor Representative:** Jon Knights

**1. Conflict of Interest** – none declared

**2. Approval of Minutes of the February 2, 2022 meeting**

**John Topic moved to accept the minutes of the February 2, 2022 meeting**

**Mary Chesher seconded the motion**

**All in Favor**

**Carried**

**3. Chair's Remarks**

Several people visited St Alphonsus to decide on how to set up for the month of March

**4. Conductors' Report**

The conductors met and Jon reported the details of their meeting. Mark has developed a roster for 5 bands which include Green Band, Jubilee, Allegro, Skylark and Odyssey. Members of Jade and Equinox have been moved into other bands. This information will be sent out soon. A 2 day limit for changes will be set out. Mark will be conducting Green Band, Jon and Gord will be conducting Allegro and Odyssey and Justin and Sal will be conducting Jubilee and Skylark. Meeta and her team will get the music ready for distribution the week of March 7th. The conductors would like to purchase some new music. The Green Band will conduct sectionals for Percussion, Brass and Woodwinds. Green and Allegro will take place on Mondays and the other bands will take place on Wednesday. On the first day there needs to be a team to set up there by around 8:15 am. Percussion which includes a drum set, suspended cymbals, bells and small percussion will need to be moved from the Navy Club to St. Alphonsus. John has been in contact with the city and St. Alphonsus and the move can take place on March 2<sup>nd</sup>. Mike Con will assist with this. We can leave the percussion on the stage. On March 9<sup>th</sup> and 15<sup>th</sup> meetings are to take place by other renters so on those dates we will need to reorganize the space. Some of the conductors have commitments in June so a discussion needs to be had about our end date.

**5. Treasurer's Report**

**5.1 Update from the Treasurer**

David reported that there has been very few expenses coming out except for paying the conductors. Alan needs to report to the NHB grant about how we spent it. He will ask for an extension because due to various lockdowns we have not spent it all. David reported that there is approximately \$2200 left.

## **5.2 Work on Fees for March**

After discussion it was decided that our end date will be June 3<sup>rd</sup>, 2022. Calvary has already been booked for a concert there. This fits with our former schedule. The Green Band committee will host an information session the following Monday which is June 6<sup>th</sup> at the Navy Club.

The concert will be for members since our policy is 2 vaccines plus a booster so having a public performance this year is not possible.

How to finance the rental cost of Calvary was discussed and it was decided to factor it into the fee structure. In years past we had program costs and ticket sales but these will not be a factor this year. John presented the proposed fee structure taking into consideration rental for band practices, insurance, conductor and coach fees, rental for Board Meetings, Office Supplies, and Calvary Rental. Using 150 members as a divisor the fee will be \$145 for those members who are without a credit and \$82.50 for those that do have a credit.

Easter Monday is included as a practice date but not Victoria Day.

**John Topic moved that we approve the presented fee schedule with the addition of \$1500 for Calvary rental and movement of percussion instruments.**

**Lorna Devan seconded the motion**

**All in Favor**

**Carried**

## **6. Business Arising from the February 2, 2022 Meeting**

### **6.1 Update on Navy Club Renovations**

John reported that the renovations are to be finished by April 4<sup>th</sup>. 100 % capacity at the Navy Club is 175 so we will be well below that number.

### **6.2 St. Alphonsus**

We will be given one key to St. Alphonsus so how to ensure someone has it to open up will need to be arranged. The floor is newly finished so it was decided that we would ask members to please bring a change of footwear. This will assist with clean up as we have been asked to clean the area after each practice. 100 % capacity at St. Alphonsus is 120 so we will be well below that number. There is still room for distancing. Mary will share pictures that she took of the space. There are spots for 3 sectional groups there as well.

Alan reminded us that there is money for cleaning in one of the grants but Lorna V had previously investigated this and it was not something that could be arranged.

### **6.3. Dialogue Committee**

The Dialogue Committee consisting of Angela, Lorna V and Alan will meet with the conductors individually and discuss their suggestions, ideas and concerns. They will summarize a report and present it to the Board.

### **6.4 Portfolio Review**

The members of the Board shared their current portfolios

Angela – President, Dialogue Committee; John – liaison with the city and Fee Schedules; Mary – Covid Protocols, assist with Publicity; Lorna V – Dialogue Committee, contract negotiations with conductors and coaches, Sherri – Secretary, Recording Secretary, keeper of the records from incorporation to now, cards to members when appropriate, Policy updates and signing of these; AGM; Lorna D – publicity for concerts and Green Band; Alan – Dialogue Committee, Grant Applications, liaison with sponsors; David – Treasurer; Cindy – assist with grant applications

### **6.5 Green Band Recruiting**

It was decided after discussion that publicity for recruitment of Green Band members for September should be our focus. A budget of \$1000 was approved in an earlier meeting. It was suggested that the Peterborough Examiner, Peterborough This Week and/or Snapped should be invited to come to one of the Green Band practices to promote Green Band.

### **6.6 Covid Policy and Procedure**

After discussion it was decided we will continue with to our current COVID 19 policy which states that all members, conductors and coaches must have 2 vaccines and a booster to participate in PNHB practices and concerts. The Enhanced Vaccination Certificate will be checked on the first day back March 7<sup>th</sup> or 9<sup>th</sup> for most people. Mary has worked on our Safety Plan and will send out for comments soon. Screening at the door as well as signage will still take place but there will no longer be contact tracing taking place. Our Travel Policy will still be in effect. All people returning from travel outside of Ontario must have a negative rapid test at a minimum to return to practice. The new routine for testing using a Rapid Test is swab the throat and then swab each nostril of the nose.

Alan has purchased N95 masks from Dent X. which is a Canadian company. There are 450 which are put on over the ears and 50 with a strap behind the head. 2 masks will be distributed to each member, conductor and coach.

Bell Covers are suggested but not mandatory. They can be purchased on Amazon individually or Angela can do a bulk order.

### **6.7. Grant Application Update**

Cindy applied on our behalf for the Platinum Jubilee Grant. This money will be used, if received, to purchase music and pay for costs of a concert to celebrate the Queen's Platinum Jubilee. We are also still in the pool for a possible grant from 100 Women.

## **7. Date of Next Meeting**

**March 16<sup>th</sup> at 7 pm**

## **8. Adjournment**

**Alan Brunger moved to adjourn the meeting**