

PETERBOROUGH NEW HORIZONS BAND
Board of Directors Minutes
August 8th, 2018

PRESENT: Lorna Verhulst, Cathy Brown-Payne, Carol Mutton, Margaret Seabrook, Lynn Dragomir, John Topic, Ruth Mathews, Bob Orrett

Regrets: Roger Bresee, Cliff Ballantyne

Recording Secretary: Joan Necoloff

1. Conflict of Interest - None

2. Approval of Minutes of May 2nd, and May 9th, 2018

MOVED by Cathy Brown-Payne and SECONDED by John Topic that the minutes of May 2nd, 2018 be approved.....CARRIED

3. Treasurer's Report – Pre- Distributed Report

Roger submitted 2018 – 2019 Proposed Band Fees for approved.

MOVED by Margaret Seabrook and SECONDED by John Topic that the 2018 – 2019 Band Fees be approved as presented.....CARRIED

Discussion on the way the financials are showing investment monies as a loss. We will operate this year at a slight deficit. We have good numbers joining the Green Band. Roger will do a full report at the AGM explaining our investments. Total assets are \$102,000.

MOVED by John Topic and SECONDED BY Bob Orrett that the Treasurers Report be accepted, pending further discussion at our next meeting with RogerCARRIED

Email Motion – July 2018

MOVED by Margaret Seabrook and SECONDED by Lynn Dragomir that PNHB authorize the Treasurer to issue a cheque in the amount of \$900.00 to the Canadian Mental Health Association, who are the beneficiaries of our May concert.CARRIED

4. Other Reports

4.1 Green Band – Lynn and Cliff

Lynn reported that we have 40 new people and 10 who are returning to Green Band. Discussion followed on where the info is getting out. Having instruments at the open house was very successful and brought more interest. Mark has also contacted everyone. Lynn has been forwarding all info to Cliff to keep him informed.

4.2 Property – Ruth Mathews

Ruth will refer the valuations to Roger.

Inventory update - We have some instruments that are not rented out and a few that should not be rented out. Green members are aware of which instruments are available.

Rental charge needs to be decided for our smaller instruments – i.e. flutes, plastic trumpet, trombone, and clarinet. Discussion followed on current rental fees and consideration of the plastic instruments and smaller instruments.

Discussion on Plastic instruments – a baritone has a crack in it and is taped. It will be checked out and Cliff will try to return it. Suggestion was made that we don't rent the plastic instruments but lend them out for the summer to prospective new members after which they can purchase their own. Two music stands have been rented to Green Band. Thanks to Ruth for doing a good job and for all her work on this.

PETERBOROUGH NEW HORIZONS BAND
Board of Directors Minutes
August 8th, 2018

MOVED by Carol Mutton and SECONDED by Cathy Brown-Payne that we have two rental fee levels, the more expensive instruments at \$25 monthly and cheaper instruments \$15 monthly for this year only 2018 – 2019.CARRIED

4.3 Community Outreach – John and Carol - Media Blitz for start-up

Publicity Outreach – Discussion on whether we want to recruit more members, and if we want to do a radio ad, or advertise on the web and Facebook. Suggestion that we use the statement that....” we have room if they sign up soon”. Discussion on two local newspapers who have merged and Carol and Lorna will both follow up with Alexandra Thompson. Suggestion that we do a promo photo of the cheque presentation to the Mental Health Group who are buying a keyboard. John will organize the presentation in September.

Canadian Federation of University Women’s Group would like a rep from PNHB to speak before the Clarinaires play for them in October. Margaret will follow up with Mary Ann and will report back by September.

There was a suggestion that we follow up with the Memorial Centre to see if our band could play O Canada at the Lacrosse Games. Apparently, they’re always looking for new people to play.

Learning and Leisure has asked us to do a talk – and - play presentation on Tuesday Nov 20th at 10 am at Northminster.

Media Package – Carol has distributed a draft to the Board, however she will send it out again.

She would like input and then Wayne will reformat it and Lorna will write a letter from the Chair before it goes out in September. There was a suggestion that we could add free concert tickets or reserved concert seats to the sponsor benefits.

Discussion regarding why we are not in the Examiner Events list. We need to go into the office and see why we are not being included.

4.4 Other Reports

Social Committee – Margaret reported that there are only 3 people committed to the Committee this year. Lorna will ask for more volunteers in a member email.

Grants – Cathy reported that the Ontario Government has not put anything on their website as yet. She will follow up to see if it comes on. We have to request something we haven’t asked for before. The City of Peterborough Grants Department has not notified us as yet. The New Horizons Seniors grant might be available.

5. Business Arising

5.1 Confirmation of one sectional per month in January and February as per March minutes

Proposed Dates for the new schedule – Jan 16th and 23rd and Feb 13th, and 20th. Lorna will send this to the conductors. Winterlude will be Feb. 27th.

6. New Business

6.1 New BOD members for 2018 – 2019

We only have confirmed two candidates.. Discussion on over 20 members we have already called. Previous Board members could be looked at. We need four new Board members. Process is that the Board receives a nomination form from the nominated member, signed by two people.

6.2 New Grant Initiatives – The Ontario Grant has to be used for something different. Suggestion was made that we join with a school band with a program that would be like a school choir.

6.3 Formal Refund Policy – Right now our policy is not complete. It was agreed to pass this on to the new board.

6.4 AGM Preparation

Lorna requested that each Board Member who has a portfolio needs to prepare a summary of the past year to be included in the AGM Annual Report. Please send reports to Roger by September 5th and he will put the report together. Please also send Lorna a copy of your report.

PETERBOROUGH NEW HORIZONS BAND
Board of Directors Minutes
August 8th, 2018

6.5 Policies – Carol will send everyone final copies of the Policies that have been completed this year for the Board Manuals.

7. Other Business

7.1 Conductor Input for member practises at home. This was as a result of the survey.

Discussion followed on putting together information for the members on a regular basis. Bob and Cliff worked on this previously and they will look after getting this to the members after band starts.

7.2 Question about Adobe and Maggie Chambers

Maggie might need Adobe software to help Roger. Lorna will ask for a motion if necessary.

7.3 Collection of fees – Harlene will send out member emails. She has already talked to the band reps who will collect fees. Ruth will collect the instrument rental fees.

8. Date of Next Meeting – Sept 12th – 12 noon if necessary - Lorna will call.
Sept 26th - AGM Sept 19th Welcome Party

9. Adjournment

MOVED by Bob Orrett that the meeting be adjourned.....CARRIED