

**PETERBOROUGH NEW HORIZONS BANDS  
BOARD OF DIRECTORS MEETING VIA ZOOM  
January 12 2022**

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

**Conductor Representative:** Jon Knights

- **Conflict of Interest** – none declared at the beginning of the meeting

**2. Approval of Minutes of the December 8th 2021 Meeting**

**John Topic moved to accept the minutes**

**Mary Chesher seconded the motion**

John Topic is not clear whether he is past president or an elected member. Past President could be ex officio which means another member could be added to the Board

**All in Favor**

**Carried**

**3. Chair's Remarks**

We are all very disappointed to have to delay the start up. Nothing has been said about when recreational facilities will reopen with the current lockdown.

**4. Conductors' Report**

Jon Knight stated that there will be a number of scenarios to be discussed with regards to returning. At the point of reopening we will have to determine who is returning. Winterlude should probably be cancelled. There may be another opportunity at the end of the year to perform. It will need to be discussed whether conductors will be switched. The conductors feel that everyone should have Boosters and safety procedures need to be followed in terms of masks, distancing and moving about the concert space. Getting back to playing is the important thing.

Green Band and Jade Band is a concern to Mark Hiscox. Whenever we start we could start Green right away and Jade players could be moved into Jubilee.

The City will contact John the week of Jan 24<sup>th</sup> with regards to start up. Much will depend on government regulations. Mary Chesher shared that Dr Moore's predictions were that we would not see a decline in cases until the middle of February. We are a high risk population and perhaps we should consider not reopening until the middle of February. Consideration should be given to higher grade masks and bell covers. Alan reminded us that we did receive a grant for PPE so we could buy the things we needed. (N95 masks, Bell Covers, HepaFilters). Alan is willing to price these items out. John said we would need a lot of hepa filters because of the volume of the space. A lot comes down to people's comfort level. We have not heard of any cases within our band related to transmission at band. Jon will contact the conductors and discuss possible reopening plans.

We are concerned about the number of cases not reflecting the true number of cases in the province.

**4.1 Conductors Pay**

This item was discussed.

## **5. Treasurer's Report**

David and Joanne have been working on two reports that need to be submitted. One to the federal and one to the provincial government. One form that informs the government of our directors requires a key number but it took some time to get it as it is all done by mail. David needs to make some deposits still. When the books were set up every band member was set up as a vendor. This is an issue because vendors don't pay you money. This has caused a big workload. David would like to change this as band members are customers. Discussion occurred regarding our accounting procedures and whether David may needs to change how it is done.

### **5.2 Work on Fees for February to ???**

This item was tabled until the next meeting. John had done the fee calculations based on no lockdown after Christmas but in order to recalculate he would need some pieces of information and a date when we are starting up.

## **6. Business Arising from the December 8th Meeting.**

### **6.1 Nominating Committee**

**Alan Brunger moved that Cindy Babcock become a member of the Board of Directors.**

**Lorna Devan seconded the motion**

**All in Favor**

**Carried**

### **6.2 Update on Navy Club Contacts and Renovations**

Nothing is going to happen until the week of January 24<sup>th</sup> when the city will contact John. John will inform them that we will not be starting until mid-February and will go until the first week of June. Lorna D suggested people be surveyed and given a choice of when to return mid-February or beginning of March.

### **6.3 Winterlude Cancelled - Spring Concert**

Winterlude is cancelled at Calvary and booked for June 3<sup>rd</sup> so it is possible that a Spring Concert may take place.

### **6.4 Portfolios - Property Manager**

We need a property manager from either within or outside the Board.

### **6.5 Green Band Recruiting**

Lorna Devan will continue to work on recruiting new members but it is difficult to know as we have no date for reopening. It was agreed Lorna should wait until February 1<sup>st</sup> March 1<sup>st</sup> would be a more realistic date to aim for to start.

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

Tabled until the next meeting

## **7. New Business**

### **7.1 Instrument Survey/Rental Business**

Tabled for the next meeting.

### **7.2 Smugbug - Photo Site**

James Burrett is looking into this.

## **8. Other Business**

### **8.1 Who Oversees Minutes**

After the meeting Sherri edits them and sends them to the president for editing and review. At the beginning of each meeting the previous minutes are discussed and voted on to accept. Each Board Member should pay close attention to anything in the minutes that should be an In Camera item that is not listed as such and discuss at the time of acceptance. After the meeting the In Camera items are removed and sent to Lorna Devan for posting on the website.

## **9. Date of Next Meeting**

Feb 9<sup>th</sup> 4 pm via ZOOM

## **10. Adjournment**

**Alan Brunger moved to adjourn the meeting.**

**All in Favor**

**Carried**