

PETERBOROUGH NEW HORIZONS BAND
Board of Directors Minutes
November 11th, 2015

PRESENT: Lorna Verhulst, Ruth Mathews, Cathy Brown-Payne, Margaret Seabrook, Carol Mutton, Jack Sisson, Bob Arnold, Earle Henderson, Maggie Chambers
Roger Bresee, Ex-Officio
Gordon Thompson, Ex-Officio

Recording Secretary: Joan Necoloff

1. Conflict of Interest - None

2. Approval of Minutes of October 14, 2015

Amended to add Maggie Chambers to the present list.

MOVED by Maggie Chambers and SECONDED by Carol Mutton that the minutes of August 26th, 2015 be approved as amendedCARRIED

3. Business Arising

3.1 Membership Policy

Lorna referred to the current Membership Policy which may need to be revised to include a late fee policy and a refund policy. It was decided to have Harlene continue sending out emails at the beginning of each term to let people know that fees are due within 2 weeks after start up.

MOVED by Cathy Brown-Payne and SECONDED by Earle Henderson, that we add to the Membership Policy under #2, "term dues must be paid within 14 days"CARRIED

The Board will send out a letter to reinforce this and inform them of the change to the Membership Policy. Lorna will let Harlene know.

3.2 FUNDamentals Request re: Party Rock

The Board received a letter from FUNDamentals asking for them to play at Party Rock. There was discussion on the groups that usually play at this function.

MOVED by Ruth Mathews and SECONDED by Jack Sisson that we will invite FUNDamentals to play at Party Rock. The other groups playing will be determined by the Board.....CARRIED.

3.3 Defibrillator - Update Sent from Bill Robb

Bill will purchase a defibrillator and have it finalized by mid-December. Living Hope does not have one, however we will own this one and will take it with us if we move.

3.4 Reita Weaver - Music Librarian

Lorna confirmed that Reita will continue in the position of Music Librarian.

4. Reports

4.1 Conductor Co-Ordinator - Gord Thompson

Gord reported on his interactions with the members in his capacity as Co-Ordinator. He also reported on his activities working with the conductors and coaches, meeting with Reita and reviewing the ensembles special events and rosters. He is working with the Conductors on the upcoming concert, and on master classes. Gord made a suggestion that we consider a lending music library with other PNHB bands. The conductors have not toured The Mount as yet but need to make a date.

4.2 Treasurer Report - Roger Bresee - Report was pre-distributed for review.

4.3 Membership – No new members

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4.4 Publicity Committee – Bob Arnold and Carol Mutton

Bob reported that they are working very hard. The message board at the zoo has been confirmed for our concert. Long and McQuade have been asked to sponsor our May concert but have not confirmed yet. They may buy an ad for our Christmas program. Service Clubs in Peterborough have been notified of the availability of our ensembles. Swing Set is playing for Five Counties on Nov 27th at Peterborough Square. Facebook will be used for more promo.

4.5 Social Committee – Margaret Seabrook

This Committee is in turn-over mode as only ten members from last year wish to continue. Margaret will make an announcement at breaks and put up a sign-up sheet. There are only four events a year.

4.6 Fundraising - Ruth Mathews

Wayne Mutton is organizing the advertising for the concert program. There will also be baskets, raffles, and 50 / 50 draws. Discussion on why we need to do fundraising.

4.7 Grants – Cathy Brown-Payne agreed to attend a workshop on how to write grants.

MOVED by Ruth Mathews and SECONDED by Earle Henderson that PNHB reimburse Cathy Brown-Payne for the cost to attend the Grant Workshop..... CARRIED

4.8 Concert Manager – Earle Henderson

Earle reported that concert planning is going well; the church is rented but a seating plan is needed. Earle is meeting with the conductors next week.

4.9 Long Range Planning – Lorna Verhulst

Update on Living Hope - Lorna read a report from Dave Kirk. He has been meeting with Living Hope church and they are no longer planning to have a daycare. Therefore, we could now continue to rent the church space. The only problem is storage. Earle and Jack agreed to meet with Living Hope to see if we could have more storage space at our cost.

The Mount Update - Lorna asked that any discussion about moving to The Mount be deferred until after the board tour on Nov 23rd, and a follow-up meeting to discuss the possibilities. A letter of intent is not due until next year and a decision also depends on the pending grant.....Deferred

5. New Business

5.1 December Concert

Lorna reported that MPP Jeff Leal will be attending the concert. A guest from Ontario Government from Senior's Grant may also attend. We will make a donation to a charity to be decided at the next meeting.....Next Meeting

5.2 May Concert Beneficiary.....Deferred

5.3 Copier for Wednesdays - We need a copier for easy use on Wednesdays for music.

MOVED by Carol Mutton and SECONDED by Earle Henderson that PNHB purchase a copier for up to \$500.00 for use on Wednesdays at the churchCARRIED

5.4 90 + policy **Deferred to next meeting**

5.5 Member Proposals

Lorna received a formal proposal on the following issues. It was proposed that we set up a private Facebook group for the band, in which only members can have access, to post and share information. Discussion followed on this request, and it was agreed that the site should be controlled by 3 people, and regular board emails will continue as usual.

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MOVED by Jack Sisson and SECONDED by Bob Arnold that PNHB members form a Facebook group, to be administered by Carol Mutton and James Burrett.....CARRIED - 3 opposed

Proposal regarding Survey Monkey

It was also proposed that PNHB begin using an on-line program Survey Monkey, on which members could complete a monthly survey in 60 seconds, giving their feedback. There was discussion on the merits of this tool and timing of its use.

MOVED by Margaret Seabrook and SECONDED by Ruth Mathews that PNHB use the Survey Monkey tool once a year.....CARRIED - 2 opposed.

Also discussion regarding a request to allow more people access to the PNHB email list. It was unanimously agreed to reject this request.

5.6 Small Ensemble December 9th Pot Luck Organization

Gord would like confirmation early enough to plan this day, as master classes are scheduled on the same day. Lorna will make sure the church is booked and will email the members. The ensemble conductors should let us know if there groups want to play. Social committee will look after the pot luck food.

5.7 Information – Calvary Church asked for a PNHB ensemble to play at an advent service. Flutissimo has agreed to play.

5.8 Drum Kit Coaching – Ruth reported that we need a coach for members playing a drum kit. Possibly Long and McQuade could recommend someone to coach. Ruth will forward this issue to the conductors for discussion at their meeting.

5.9 Party Rock Date – March 25 / 2016 was revised to April 1st, 2016.

6. 6.1 Scent Free Zone - Earl Henderson

Bev sent an email reminder to ask members to refrain from wearing colognes etc. as a courtesy. Discussion followed on the need for a scent free policy.

7. Date of Next Meeting – November 23rd – Informal Lunch meeting at Kelsey’s following the visit to The Mount, to discuss space options. Margaret will call for reservations.

8. Adjournment

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