

PETERBOROUGH NEW HORIZONS BAND
Board of Directors Minutes
August 10th, 2017

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

Ex Officio: Jon Knights, Roger Bresee

Recording Secretary: Joan Necoloff

1. Conflict of Interest - None

- 2. New Members List** – Lorna presented 5 names for membership John Barrett, Bert Hoflick, Mary Bark, Sarah Fraser, Mac MacFarlane

MOVED by Maggie Chambers and SECONDED by Carol Mutton that the PNHB Board accept the above 5 named people into membership.....CARRIED

Approval of Revised Minutes of June 14th, 2017

MOVED by Margaret Seabrook and SECONDED by Ruth Mathews that the minutes of June 14th, 2017 be approved with a change to 5.9. to read Communication Policy.....CARRIED

3. Treasurer’s Report – Roger Bresee - Report Pre-distributed

Statements as distributed will go into the annual report after Del has reviewed them. The loss of \$19,461 is due to returning the grant money. We have created reserve accounts which partly accounts for this year’s loss in the General fund.

MOVED by Jack Sisson and SECONDED by Ruth Mathews that PBHB pay the cost of the bus for the Lakeshore Band exchange in the amount of \$339.00.....CARRIED

4. Reports Updates:

4.1 Survey Results and Action Plan – Jack Sisson - Report pre-distributed

Jack reviewed the five recommendations for the board to consider, plus a timeline, and also the three recommendations for the Conductors to consider. Next spring we will do another survey to ensure that we have made some of the suggested changes. We will ask questions to see if our action plan is working.

Moved by Ruth Mathews and SECONDED by Carol Mutton that the Board accept the Survey results action plan as distributedCARRIED

MOVED by Jack Sisson and SECONDED by Lynn Dragomir that the membership be sent the survey team report as well as the chart and graph from the survey before the AGM,CARRIED

Jack will send the report to the conductors before the meeting. It was agreed that a copy of this plan and the graphs and charts could go on the membership section of the website.

4.2 Website Update – Carol Mutton

Carol reported that the web design software that Norma is using is not very user friendly. We need to get group pictures, policies, and minutes posted. We also need the membership password set up for security. Norma needs someone to assist her. Carol will ask Norma to finish the website by September. A webmaster will be needed and suggestion that we could get volunteer students who need to do community service. The immediate concern is that the members section is not secured, so is open to the public. Carol will talk to Norma about the security.

4.3 Grants Report – Cathy Brown-Payne Report – Pre-distributed Report

Cathy reported that the Seniors Provincial Grant has not been confirmed. We should know by the

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end of this month. It will be \$8000. Cathy has discussed our Seniors program with Mike at Rubidge Hall and he thinks it's a wonderful idea except the time period for practice should be only 1 ½ hours. Sal will take this information to the conductors meeting. Cathy has an estimate from Long and McQuade for the needed equipment. Instruments will be plastic and lighter and we will own them when the project is finished. We will need volunteers to work as coaches with the seniors in the home. Program should be ready to start in October. When this project is completed a final report can be used for promo to other seniors home to increase our membership.

4.4 Property Report – Ruth Mathews - Has not purchased a label maker as yet and no report.

4.5 Green Band Report – Lynn Dragomir

Lynn reported that she is working on recruiting for September. Currently, we have 28 people, 18 are new and rest are returning. Sept 18th is the first green band day. Maggie offered to help the new bassoon player. Carol is no longer co co-coordinator for the green band.

4.6 Public Relations Report – Carol Mutton and Bob Arnold- Pre-distributed report

Carol reviewed her report. New ideas for promotion would be an article on the percussion section or individual instruments, or to promote the new program for senior's band.

Bob Arnold reported he met with Peterborough Regional Health Centre recreational director who is interested in ensembles to perform for patients. They could use two outside courts or the cafeteria. We will hear back soon. Bob has taken information packages to Activity Haven, and Sherbrooke Heights who are very interested in our ensembles and our seniors program. He has also contacted Kawartha Heights and Regency in Lakefield regarding our bands playing and our seniors program. Rubidge Hall will confirm a date for the Clarinaires to play in November. Examiner only publishes current events and Peterborough This Week ads are ongoing.

4.7 Policies Report – Carol Mutton and Jack Sisson

Community Respect Policy Revision was distributed. Discussion regarding #8 and it was agreed to delete the 2nd sentence pertaining to copyright. Maybe we will develop a copyright policy at a later date.

MOVED BY Cathy Brown- Payne and SECONDED by Margaret Seabrook that the Community Respect Policy be edited to delete the 2nd sentence in #8 until we get clarificationCARRIED

Membership Policy- Additions to this policy will be information on fee waivers, and the Board can choose to subsidize up to 5 memberships a year but new members must pay for books, instrument rental, etc.

5. Business Arising from Minutes

5.1 Update on Storage at The Mount and PCVS - Lorna Verhulst

The Mount – Our storage agreement runs out July 31st. Lorna talked to the Mount and we now have a "Licence to Occupy" agreement which allows PNHB to pay monthly and after October 31st, gives PNHB a 30 day "out" clause without penalty.

PCVS - There was a meeting with PCVS regarding renting storage space. There is a room available which would be perfect for us. We would have adequate access and parking. We will submit an application requesting a rental fee of \$175.00 and a 1 year contract. It will be a facility partnership with the school board. It was suggested that the social committee could utilize this space for storage. It was also suggested that we hire movers to move the music and photocopier, since the room is on the third floor.

5.2 Accommodation Policy for Illness' Involving Mental Deterioration

Need to work on a policy on how we as a band will accommodate members who experience dementia. Carol has done research with the Alzheimer Society and the Human Rights Commission to get guidance for a framework for a policy. She will get information and report back.

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5.3 Band Reps

Discussion on having two reps per band, one each for Music and Social. Lorna has spoken to Rieta and she was good with this. It was agreed that this is worth trying.

6. Business Arising from the Minutes

6.1 Parameters for Benefit Concert Donation

MOVED by Ruth Mathews and SECONDED by Jack Sisson that we give our designated charity, concert tickets and let them keep the money from the ticket sales, and limit our donation to \$1000DEFEATED

Discussion followed on the merit of making the charity donation a percentage of our sales profit and forget the tickets. Roger gave numbers from previous concerts and we have been giving approximately 25% of final profits.

MOVED by Ruth Mathews and SECONDED BY Margaret Seabook that we make a donation to our charity, based on 20% of our May total concert profit.CARRIED

6.2 AGM Preparation

Lorna asked that each member responsible for a portfolio prepare a written summary of this year's highlights and submit it to Roger by Sept 15th. He will merge the reports for inclusion in the Annual Report. The date of the Annual Meeting is Sept 27th. Maggie will send out the AGM notices to the members. Only members can vote at the AGM.

6.3 Recruitment of new Board of Directors

Jack Sisson, Bob Arnold, and Maggie Chambers are not returning. Margaret Seabrook and Carol Mutton will run for re-election for another term. A list of potential board nominees was divided up amongst the board for them to call to ask if they will run. They need to notify Lorna if they wish to run and then submit a bio and the reasons why they want to run.

7. Other Business

7.1 Earl's Suggestion for an event

Ruth brought a suggestion from Earle to have a social event at the Lift Lock Cruise which would cost \$100 each with food and \$10 each without food. Two bands could play. Total cost is \$1200 based on a date in September and renting the whole boat. It was suggested that this could be treated as one of our special Board anniversary events. The Board agreed to give approval to Earle to go ahead and plan this event.

8. Date of Next Meeting – AGM Scheduled for Wednesday, Sept 27th 2017

Next Meeting – Wednesday September 13th, 2017 – time to be decided

9. Adjournment

MOVED by Margaret Seabrook that the meeting be adjourned.....CARRIED