

**PETERBOROUGH NEW HORIZONS BAND
BOARD OF DIRECTORS MINUTES
MAY 8th, 2019**

Present - Margaret Allen, Cathy Brown-Payne, Margaret Seabrook, John Topic, Al Brunger, Bob Orrett, Lorna Devan, Brenda Bock
Past President – Lorna Verhulst
Regrets – Cliff Ballantyne
Recording Secretary – Joan Necoloff

1. Conflict Of Interest - None

2. Chair's Remarks

We are nearing the end of the band year. It's has been a pretty good year, despite some resignations and, more regrettably, the loss of some of our members. All coaches have signed contracts for next year. Living Hope has also renewed our rental agreement. There have been no increased costs in any of these contracts.

3. Approval of Minutes of the April 10th, 2019

MOVED by Al Brunger and SECONDED by Cathy Brown-Payne that the minutes of April 10th, 2019 be approved.....CARRIED

4. Conductors Report - Gord Thompson

Summary of the last Conductors' meeting was circulated. The new conductors' contracts set some dates for getting things done (e.g. 2nd Monday of August for communicating music needs to the librarian; concert selections set 6 weeks before the concerts). Gord reported that the Concert Program will be done very soon. Conductors' responsibilities are the same as last year with one change. The music budget money was made available due to the City Grant. Gord, Mark and Bob will work on a policy on how members will learn different percussion instruments.

5. Reports

5.1 Treasurer's Report - John Topic

- Roger recommends no reduction in dues or change for next year. This was agreed by the Board. If we have extra money it was suggested that we could subsidize some of our social events.
- Roger needs direction on how to account for the City Grant. It was agreed to allocate \$5,000 for music and the rest for rental costs. This would make the grant very useful, since it does cover expenses that we would have to pay in any case.
- Roger notes that income from rental instruments is lower this year. This is because we are loaning some instruments at no cost.
- Margaret Allen, John Topic and Harlene have agreed to go to the Credit Union as soon as possible to sign the signature cards.
- Roger again raises the question of the valuation of instruments and update of the inventory. Discussion regarding using a depreciation percentage for the instruments. Margaret Allan has an updated inventory list and will talk to Roger to make sure he gets whatever he wants.

5.2 Green Band Report – Report submitted by Cliff Ballantyne

Note the invitation to attend the Information session and lunch following with the Green Band and some board members on June 3rd.

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5.3 Instrument Survey – Report submitted by Cliff Ballanyne

3 people inquired about a tenor sax
4 people inquired about a bari sax
2 people inquired about a double French horn
1 person inquired about a tuba.
4 people inquired about an oboe, possibly an English horn
Suggestion that we look into getting a tuba stand.

5.4 Publicity Report - Margaret Seabrook

Margaret distributed last year's ad proposal, which will be the same this year, including the sound track with the date change.

MOVED by Cathy Brown Payne and SECONDED by Lorna Devan that PNH B agree to spend \$600 for radio spots on 96.7 station to promote Green Band Day and recruitment.

.....**CARRIED**

6. Business Arising from the April 10 Meeting

6.1 Calendar for Next Year – Pre-distributed

Roger needs to use this to set the budget for next year. The Calendar is based on last year, and includes sectionals and practices, socials, etc.

6.2. Suggested Statement

It was agreed to use this statement on the inside front page of the concert program:
"We respectfully acknowledge that we are on the traditional territory of the Mississauga Anishinaabeg. We offer our gratitude to our First Nations for their care for, and teachings about, our earth and our relations. May we honour those teachings."

7. Ongoing Business

7.1 Restructuring

Rosters have been circulated to Board Members. Not many changes. Green band members feel more comfortable about moving. In Jubilee the skill level will drop and members will be happy with this. The conductors and coaches have talked to many of the members individually and then the rosters were finalized. It was agreed that John will send it out to members.

7.2 Concert Preparations

- Radio Promotion of Concert and Information Day has been approved and promo has been sent to Cogeco, Lakefield Herald, and Peterborough This Week.
 - Contact with Andrew Pyle - Al reported that he will pick up the cheque and meet Andrew next week. He will give them 10 tickets for their use.
- Renee and Norma have already procured spring water, with paper cups, as a donation.

7.3 Grants Updates - Al Brunger

Al reported that he did an analysis of the distribution of instruments by band and concluded that we don't have many oboes, bassoons, tubas, bari saxes, or alto/bass clarinets. See Item 5.3 for results of member survey.

Ontario Trillium Grant – Al is preparing a draft application which is due June 12th. We will mainly ask for money to buy instruments for members. The application requires information as to how this grant will help the community and how it will inspire people. Al will get a copy of the previous application from Dave Kirk and a financial report from Roger.

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Instruments will be selected from the list that Cliff submitted for a total of approximately \$19,900. See Item 5.3. Al has done research on prices of new and student instruments particularly at Long and McQuade who gives us a good discount. The lower register instruments will be lent for free for the first year and then a rental fee will be charged after that. We will need more than one quote for the grant.

Al will have a draft completed with pricing and will include other needs, i.e. mallets, tuba stand etc. and have Cathy take a look at it and maybe also a conductor.

- **Accounting for City Grant** - See Treasurer's Report 5.1

- **Shoreline Casino**

John checked with Living Hope regarding PNHB accepting money from Shoreline Casino and they don't have a concern. We could use this money for our band out of town gigs or for subsidizing members who cannot afford to pay fees.

8. Other Business

8.1 Memorial Donations

- **Change in beneficiary for Werner Bergen donation.**

It was agreed to change the donation in memory of Werner Bergen to the jazz section of Kiwanis Music Festival.

- **Donation in memory of Bob Pennock**

MOVED by Margaret Seabrook and SECONDED BY Lorna Devan that we donate \$100 to the Kidney Foundation in memory of Bob Pennock.....CARRIED

8.3 Possible Surveys

8.3.1 Demographic Data - This information could be useful for funding. It was agreed that we would pass a clipboard around at each band asking people to tick a box with their age range. It would be anonymous. Lorna D and Margaret S will look after this.

8.3.2 Cutting the Hours of Band Practice - Following a discussion on cutting down break time, and impact on Coach's salaries, it was agreed to send out a survey. John T and Brenda will work with James to send out a survey with a series of questions including several options.

8.3.3 Having Practices on Weekends or Evenings - This was discussed and concluded that it would not work.

8.4 Board Renewal – September

Cliff will not be running for re-election. He is willing to continue as Green Band coordinator. John T's term is also up. He would be very happy to step aside as president if anyone else is willing. Margaret S's term is finished, and Cathy-Brown Payne has completed two terms, so will have to leave the Board. We will need time to find replacements so the Board should begin recruiting people now.

8.5 Website Management Policy - Lorna D

Lorna will ask Norma to develop a website management policy for the Board to review.

9. Date of Next Meeting – Monday, June 3rd, 2019 - 11:30 following Info Day

10. Adjournment

MOVED by Margaret Allen that meeting be adjourned.....CARRIED