

**PETERBOROUGH NEW HORIZONS BANDS
BOARD OF DIRECTORS MEETING, AUGUST 11, 2021
AGENDA**

Present: John Topic, Lorna Verhulst, Lorna Devan, David Lloyd, Angela Conn, Mary Chesher, Alan Brunger
Conductor Rep: Jon Knights
Regrets: Sherri Luff
Recording Secretary: Theresa Topic

1. Conflict of Interest

None declared.

2. Approval of Minutes of the July 21st Meeting

Approval of minutes moved by Lorna Devan, seconded by Mary Chesher.
Motion approved.

3. Chair's Remarks

The primary issue facing the Board is the question of when and how the band will restart. Several items on the agenda address that issue. The provincial guidelines regarding activity after the exit from Step 3 are not very clear yet. Mary Chesher will provide more information later in the meeting. The Board and the Conductors agree that PNHB cannot resume practices if requirements for physical distancing or masking indoors are still in effect.

4. Conductors' Report: Jon Knights

None

5. Treasurer's Report: David Lloyd

No report. David Lloyd is awaiting the August statements.

6. Business arising from the July 21st meeting.

6.1 Update on plans to use the Navy Club

6.1.1 Costing (In Camera)

Discussions with the City of the cost to PNHB of renting space at the Naval Club have gone through various iterations. Each version has been more detailed and is more favorable cost-wise for PNHB. The most recent proposal is quite affordable; this costing is predicated on the Band and its ensembles using the space for many hours per week. The projected cost for ensembles is \$15/hour + tax. J. Topic and Lorna Verhulst have proposed to the city that the tax should be removed given that the Band is a registered charitable foundation. The Band will need to share details of its insurance coverage with the city. The contract does not allow sales of any items at meetings, but details are being discussed. Five of the six ensembles have expressed interest in meeting at the Naval Club; Flutissimo will probably continue with its alternate arrangement.

The cost of storage space at the Naval Club complex is still under discussion. The charge for practice space at present includes just the practice time, not the time needed for set up and take down.

The overall cost for the fall term would be in the range of \$5000 to \$6000. The Chair suggested that Board members keep this information private since the deal on offer to the Band is better than other groups might anticipate. The discount reflects the fact that PNHB is proposing to use the Naval Club for many more hours per week than other groups might anticipate, and in winter daytime hours that are less attractive to other renters of city space.

Discussion ensued. Year-round storage for equipment would probably involve consolidating all our material in the summertime. The Naval Club is a multi-use facility and might not be able to allocate storage space to the Band in summer as in winter. Conductors have considered alternate spaces for sectionals but feel that many members would not attend if sectionals were on a different day or in a different space.

6.1.2 Accessibility to the Naval Club.

The distance from the parking lot to the Naval Club buildings and the need to cross the bridge have raised concern among some members. The distance and the gradient could be a challenge, especially in winter. But the bridge is relatively new and has little lip. There are handicapped parking spaces close to the bridge.

PNHB might buy or rent a wheel chair to assist some members who find the walk to be a challenge. It would be useful to have volunteers to help members carry their instruments and other materials from the parking lot, and to offer an arm. It would be relatively easy to arrange accommodation for members with moderate mobility challenges.

Rob McAulay, the city contact, has indicated that the city is trying to find an older ATV that would be dedicated for use at the property. He has assured PNHB that the ATV will be available to ferry equipment across the bridge when the band needs to set up for concerts. It is not clear whether the ATV would be available for other purposes.

PNHB could buy and maintain a used ATV or a golf cart but it would be a challenge to maintain and store a vehicle.

The City will be responsible for snow clearing and sanding since it is their property. The City intends to have a staff member or designate on site whenever the Naval Club is being rented out (e.g., to PNHB).

6.2 Update on vaccinations and restarting

John Topic advised that the most recent information from the Peterborough Health Unit indicates that almost 82% of area residents age 12 and over have had at least one dose of

COVID vaccine, and more than 72.5% are fully vaccinated.

Mary Chesher provided complementary information, noting that the 70%+ (total population?) with one vaccination compares to 48% at the last meeting. The number of active cases in the Peterborough area is down to 2. A variety of provincial criteria must be met to emerge from Step 3. There are many sources to consult to get the most up-to-date information.

It is uncertain what restrictions will remain in play when the province exits Step 3. Some commentators suggest that face coverings might continue to be required in indoor spaces given the nature of the Delta variant. Establishments may be required to post notices about self-screening at entrances into buildings. Organizations may be required to have a safety plan in place even after we exit Step 3.

Provincial guidelines provide no information on whether bell covers might be required for band players. John Topic explained that when the Peterborough Concert Band meets indoors, members mask during the setup stage of the evening, then practice social distancing. Practice proceeds for an hour, then members clear the room for a half hour to allow the air to be changed

Jon Knights stressed the need to understand and comply with provincial guidelines for this type of activity. After so extended a period of social distancing, many band members may wish to continue the practice.

It is clear that there will still be some requirements for masking after exiting Step 3. It is unlikely that herd immunity will be achieved soon. Hot spots are of particular concern, but fully vaccinated individuals have an advantage. In discussions of freedom of choice, analogies are being drawn to seat belts and air bags in cars. People returning to PNHB will have been double vaccinated at least 14 days earlier. One special case (i.e., medical exemption) has been heard from; the individual is postponing return to band. All conductors will meet the vaccination criteria. One coach has withdrawn from participation. The Board will deal with individual cases as they arise rather than trying to set policy ahead of time.

Mary reviewed the current criteria for exiting Step 3, relating to percentages of vaccinated and figures in individual Health Units. The local Health Unit has no additional information but will provide updates as the province moves forward. We may be asked to provide a protocol for complying with requirements. PNHB's protocol from last year was approved by the Health Unit; John will forward it to Mary.

6.3 Polling of Members: Preliminary Results

Of the responses so far to the poll, 127 intend to return and 14 have decided they will not.

6.4 Update from Nominating Committee

The Nominating Committee has not met. They met once online before the previous Board meeting. A list of names for Board vacancies and for leadership positions is needed. Some Board members have provided Al Brunger with names of possible candidates. It would be useful to know the number of years potential candidates have been in the band, what special skills they have, and whether they have an interest in Board membership. It is more difficult now to meet casually with potential candidates to assess these factors. This is a volunteer organization and people should be willing to step up and provide their service.

Lorna Devan has 10 names. She suggests the Board could meet in camera and do some vetting. They should consider how individuals in question engage with the band, their age, and their experience. She put out feelers but only some responded. Mary Chesher has 9 names for consideration and has checked with poll results to ensure they are returning to band. Al Brunger feels there is no great rush as current members of the Board are in the middle of 2-year terms. But there is a need to fill looming vacancies in the President and Vice President positions and to name new people to the Executive Committee.

John commented on the importance of the past president position as backup for the new president. There is considerable experience on the Board. Al Brunger will receive the list of names from other Board members and review them with the nominating committee. Lorna Devan suggests that the names be reviewed and discussed at the next Board meeting, but not circulated. New Board members will need to be announced at the upcoming AGM.

6.5 Update on Grants (AB; Information)

New Horizons for Seniors (Federal program) provided a \$5000 grant related to the COVID situation. \$1200 is available for conductor expenses. The NHS agency approved Al Brunger's proposal to split the grant evenly among the five conductors as honoraria for the time they are spending in preparation for the restart. There will be no need for conductors to submit receipts.

6.6 Follow up on Equipment

The whereabouts of the tuba that Wendy Robinson donated to the band was in some doubt. Angela Conn advised that it was turned over to Harlene Annett.

The bass clarinet that Meghan Standish rented from the Band is not in good condition. . Angela will take it to B flat for repairs. The Band's rental instruments are not professional instruments and need regular maintenance but not high levels of attention.

PCVS is not allowing regular access yet to the storage space that the Band rents. Meeta has gotten access a few times and advises that the sheet music is in good shape. PCVS says once school starts it will start opening up.

Jon Knights reminded the Board that the Band will need to be fast off the mark as we start opening up. Some opening steps will take much effort. Bands need to be put together and decisions made re: who plays what parts. There will be a need to meet to put names in bands. Bands will be smaller (except Odyssey) and some people will be moved around. New music may need to be distributed. The music that bands were working on when we stopped meeting in March 2020 is accessible but there may be changes to that list and Meeta will need to be advised. Music should be collected from those who are leaving the Band.

The rack cards are out of date. New labels with current information could be printed and pasted over the outdated information once we begin to distribute the cards to attract attention. Band ensembles will probably not be allowed into retirement residences for some time yet.

Jon Knights asked whether those who have not responded to the poll could be phoned to learn their intentions. Some Board members would be happy to call members (Lorna, Mary, Al...) Some Band members may be waiting to see how events proceed. We need firm numbers and a meeting of conductors and 3 Board members to organize rosters. Then conductors can send music lists to Meeta and band membership notices can be sent out. It will take 3 weeks from the date that Step 3 restrictions are listed and we need to be ready to move quickly.

Cost considerations were discussed. Smaller bands will result in less revenue. A rise in fees would be unhelpful but costs must be covered. Conductor fees are fixed but there may be less expenditure on coaches. Some people will want refunds if they do not return. It will take awhile to determine how the new space will work. The Green Band is uncertain. The plan for space use at present only encompasses the fall. It is not clear whether/how sectionals can be set up. John reminded the Board that the City's date for opening the Naval Club for rental is not necessarily 100% sure.

Once the province announces how Step 3 will be exited and know what protocol we must still follow, a message will be sent out to members outlining the health measures that will be in place and the protocols that will be followed. This information may help some members to decide whether or not they wish to return to Band.

6.7 Communication with members (Discussion/action)

John will send out a reminder to fill out the poll. An update will be provided after we exit Step 3.

7. Other Business

James Burrett has asked whether separate mailing lists should be kept for active members and for alumni/LOA. He maintains that alumni should not be voting on some matters.

Board members felt LOA's should be kept on the mailing list. Those who want to be

removed can request a change. In the phone campaign last year, some mentioned that they enjoyed having the news about the Band even though they were on leave.

Point of information (Al Brunger) re: paying for coaching for members: 5 of 10 people approved for the funding have not submitted expense claims. It is not critically important to use all the funding, but it is available.

8. Date of Next Meeting

Wed Aug 25 2:00

John will confirm with those who have left.

9. Adjournment

Al Brunger moved a motion to adjourn.