



EXECUTIVE MEETING MINUTES

Date: Thursday, April 16, 2020

Time: 7:32 pm.

Location: Online, via Jitsi

1. Call to Order

- I) Regrets – all were present!
- II) Adoption of Agenda. Amendments – need to talk about remuneration/compensation for Joanne as DOM. Paula moved to adopt the minutes with the amendment, Marie seconded, all were in favour and the motion carried.

2. February 20, 2020 meeting

- I) Adoption of Minutes – February 20 2020; Gordon moved to adopt, Jeff seconded, all were in favour and the motion carried.
- II) Business arising from the minutes - none

2. Reports

Treasurer (Jane)'s report

Balance of chequing account, Feb.20, 2020 – \$14,398.63

Expenses from Feb. 20 to April 15, 2020

Bank Charges (billed on 17th of month or next weekday) – 1 X \$2.50

#36 February 20 – Julian Lam – Two months Interim DOM – \$700.00

#37 February 20 – Metroland Media Group – Burlington Post ads re Feb. 7 concert – \$655.40

#38 February 20 – Lisa Liang – Feb. 7 bake sale expenses – \$20.13

#39 February 20 – Lisa Liang – Feb. 7 Facebook ad – \$40.00

#40 March 2 – Bereaved Families of Ontario – Donation re Feb. 7 Bake Sale – \$300.00

Balance of chequing account, April 15, 2020 – \$12,680.60*

***Note:** This is a *calculated balance* which assumes that all cheques have been cashed and that there are no unanticipated charges or deposits to the BCB chequing account. An actual balance is only verifiable by me when I receive a bank statement sent to the Music Centre, or when I get a balance when I make a deposit in person at BCB's ScotiaBank branch.

Income from Feb. 20 to April 15, 2020 (all cash, not yet deposited to bank, received from Feb. 24 to Mar. 9)

Slye Fox Gift Card sales – 23 at \$20.00 each – \$460.00

Membership fees – 2 at \$10.00 each (half year post Xmas fee), and 1 at \$20.00 (didn't want change) – \$40.00.

I have \$500.00 of BCB's to deposit, and I will get to the bank sometime before we resume rehearsals.

Expected expenses to June 30, 2020 – Bank Charges (April, May, June) = 3 X \$2.50.

We have no venue expenses and no advertising expenses for our cancelled May 1 concert, but we also have no program advertising or sponsor income and no ticket sales.

As the Sound of Music parade has been cancelled BCB will not receive the fee of \$750 that had been expected. Note also that the City of Burlington did not pay BCB for the Burlington Christmas Parade due to a policy change – that's \$1,500 projected revenue in the 2019-20 budget that failed to materialize. I have left out the issue of conductor fees as I believe that it will be addressed at the meeting on April 16.

I will put together a budget for the 2020-21 season, but as you already know, I feel a lot of budget preparation is an exercise in creativity and fantasy, and this year's events have strengthened my opinion on that score.

By early June I expect to have full financial statements for all of 2019 and up to May 31 of 2020 prepared for band members to examine. I would plan on having the most up to date statements that I could prepare available for presentation at our AGM, whenever that is.

Gordon asked Jane if we're good financially until the end of the year, if we have the worst-case scenario of everything being cancelled. Jane responded with a hearty "yes, we will be okay financially in the worst-case scenario".

Gordon moved to accept the report as presented, Paula seconded, all were in favour and the financial report was accepted.

4. 2019-2020 Season

- I) 2020 Spring CANCELLED
- III) Sound of Music - CANCELLED
- IV) Concert in the park - Confirmed Sunday August 30th – the city has everything cancelled up to June 30, it is Steven's opinion that the city will cancel all concerts in the park. Until that happens, we can't make a decision one way or another, unless we decide to pull out. Per Joanne, we'd be pressed to have a repertoire for the concert in the park ready in 2 or 3 rehearsals. She suggests that we wait until the city confirms.
- V) Heritage Place - Monday August 24th? – we're playing outside, so we might not have to cancel. It's also one week before the concert in the park, so that's one rehearsal for us. If the city cancels the concert in the park, chances are the Heritage Place concert will be cancelled as well. For now, we'll keep it on the calendar.
- VI) BBQ - Monday, August 31st? – we can keep it on the calendar. It can either be postponed or cancelled at the last minute.
- VII) BFO butterfly release - Sunday, September 13th 2020 **CONFIRMED**, still scheduled; Gordon moved that we will not play any concerts unless the music center is open; if the center is not

- open, and the butterfly event is going ahead, we'll say we're not going to play it until we have x number (variable to be defined by Steven and Joanne) of rehearsals. Renata seconded.
- VIII) Appleby Streetfest? - Lisa? It's the same date as the butterfly release. Volunteers are needed to hand out the postcards. Lisa will ask for a later afternoon time slot.
- IX) Hamilton Pier 8 concert - Not this year
- 5. New Business / Other Business** (as per Forum Discussion)
- I) CBA concert band festival - Assumed cancelled
- II) 2020 AGM - executive positions up for renewal. as per forum discussion – Gordon suggested that when we get back to rehearsals, we'll have 3 rehearsals and then the AGM; it has been communicated to the membership that the AGM won't be happening in June. Gordon moved that our AGM be scheduled for the 3rd rehearsal unless it needs to be pushed due to concert commitments. Lisa seconded. All were in favour, and the motion carried.
- V) Agreement with city and extra practice time for ensembles- tabled
- VI) Summer shirts - tabled
- 6. 2020/2021 Season**
- I) 2020 Fall - Children's concert. Date Oct. 24
NO instrument demonstrations.
- Joanne has some ideas on program – she'd gone through some narrator pieces (Day at the Circus) – or get some kids to play some percussion instruments (Jamaican Rumba); there's plenty to choose from for interaction; Aesop's Fables. Joanne suggested 1 movement only, we only need about 40 minutes; Lisa asked about the venue, Steven suggested the music center again. We need to plan out how it would work, with an overhead projector, etc. Renata

suggested the Children's Theatre on Prospect – Gordon knows the venue and thinks it would work for a smaller ensemble, but it's worth looking into.

- II) 2020 Christmas - collaboration with DVO
 - a) date - Sunday, December 6th (afternoon) CONFIRMED
 - b) location - St. Thomas Waterdown - CONFIRMED
 - c) Subcommittee to coordinate with DVO: Steve, (new DOM), Jeff?, one more?
 - d) Fundraising:
 - i) DVO has applied for a Hamilton grant
 - ii) Sponsors - BCB
 - iii) Food bank - joint with Burlington and Waterdown
- III) Valentines 2021 PLACEHOLDER
 - a) date - Friday, February 12th?
 - b) Location - St. Christophers?
 - c) Bake Sale? BVO?
- IV) Spring 2021 PLACEHOLDER
 - a) date - Sunday, May 2nd (Afternoon)?
 - b) Location - Faith CRC?
- V) Summer 2021
 - a) SOM parade (likely) Saturday, June 19th
 - b) Bandshell concert (likely) Sunday, August 29th

Dan moved to defer membership paid in the last month before quarantine to have that applied to the 2020/2021 season. Dan has their names. Renata seconded. All were in favour, and the motion carried.

Joanne signed off at 8:44 pm

In-Camera (Marie motioned to go in-camera, Paula seconded) – in-camera started at 7:54; Paula moved to move out of in-camera at 9:04, Marie seconded, all were in favour and the motion passed.

Joanne's compensation

Gordon moved to discuss with Joanne

1. To suspend payments under the existing contract
2. Whenever the contract resumes, the amount of her honorarium will coincide with the amount owed at the date of resumption
3. We authorize a payment of \$500 to Joanne for honorarium owed of \$400 + \$100 for any work she undertakes from now until resumption of services

Paula seconded, all were in favour and the motion carried.

7. **Next meeting** – to be deferred until the city informs us of more information
8. Motion to Adjourn – 9:12 Renata moved to adjourn, Jeff seconded, all were in favour and the meeting ended.