



EXECUTIVE MEETING

Date: Thursday, August 19, 2021

Time: 7:30 P.M.

Location: Online, via Zoom

1. Call to Order

I. Present:

Jeff, Jane, Paula-Ann, Gordon, Dan, Lisa, Sherrie, Joanne.
Steve to join once computer issues are fixed.

II. Regrets:

Marie, Kamara, Renata

III. Adoption of Agenda.

Motion to Accept the Agenda as Presented

1st: Gordon / 2Nd: Paula-Ann

Carried

2. June 17, 2021 Board Meeting

I) Adoption of Minutes - June 17, 2021

No Issues Raised.

Motion to Accept the Minutes of the June 17, 2021 Board Meeting as Presented

1st: Gordon / 2Nd: Lisa

Carried

II) Business arising from the minutes -June 17, 2021

None was raised

3. Reports

I) Treasurer

Since our last meeting in June, most of my activities have been documented in the forum. I filed BCB's 2020 tax return before the June 30, 2021 deadline. I also filed HST rebate forms for 2017 at that time. (One of my fall 2021 projects is to file all of BCB's HST rebate forms up to 2020.)

I also received BCB insurance renewal forms via my personal email, and paid the renewal premium of 950.40.

Steven Hewis signed the insurance cheque and gave me the mail at our rehearsal on August 9. I listed all of the mail on the forum, and the bank statements matched my records! I had to make some small corrections on our 2019 Ontario Corporate return – a missing check mark, and two director/officer election dates. Up to 2018 they sent us prepopulated forms, which were much easier!) The return was sent in last week. BCB owes several people money for expenses incurred up to May 31, '21, and for summer expenses.

1. Julian Lam – 181.72 for webhosting and related expenses to May
2. Steve Hewis – 226.00 (of which 26.00 = GST) for Zoom Pro account for BCB
3. Gordon Cameron – 275.49 for one year of Constant Contact
4. Joanne Romanow – Music Director – 7 virtual rehearsals and 3 in person rehearsals – May 3 to August 23

I will need signatures for these cheques soon, preferably Monday August 23.

Our financial position in chequing is as follows:

Balance May 31, 2021 – 13118.36

Bank charges (June, July, August @2,50 a month) – - 7.50

Insurance 2021-2022 (Paid August 9) – - 950.40
12160.46

Items 1, 2 and 3 above total 683.21, and all of those are probably continuing yearly expenses. I think I need clarification on rates for in person rehearsals, but that is best discussed elsewhere.

In any case, after the summer, and even with BBQ expenses, we should still have close to 10,000 in chequing and over 11,000 in GICs.

One of BCB's two GICs matures on September 14, 2021, and has a maturity value of 5376.38; unless something very unexpected happens, we should probably reinvest it for a year only. The other GIC matures on February 15, 2022, with a maturity value of 5747.27.

II) *Director of Music*

Joanne informed the Board that she has sent information to Laura and is waiting for a response. She is prepared to create a full program for a stand alone BCB Christmas Concert if required. Finally, the Zoom Practices are on-going, however Joanne prefers in-person as she can give feedback to the band members.

4. New Business / Other Business (as per Forum Discussion)

I) *Practice at the Music Centre*

There is one more week to in-person band rehearsal.

II) *Virtual rehearsals - bi-weekly schedule recommencing in September?*

This is reliant on the City of Burlington policy whether or not if the band can rehearse in the Music Centre.

III) *Indoor practice at the Music Centre - Safe return to inside rehearsals*

BCB

We are dependant on what the City decides and any new policies from the Provincial Government. Currently, there is a limit to how many are allowed into the rehearsal hall, and Instrument covers are currently required along with social distancing. As well, member must complete and present the COVID-19 Screening form.

IV) Program Committee

The Executive received a Letter of Intent from Ashley Grieve to sit on the Programming Committee. Sherrie talked about Teresa tenure on the committee, but it was reiterated by Gordon that her term was already extended 1 year due to the Pandemic, and furthermore, to allow Teresa to remain on the Committee would be in violation of the BCB Bylaws.

Motion to Accept Ashley Grieve to a 2 year term on the Programming Committee

1st: Paula-Ann / 2nd: Lisa

Carried

V) *Assistant conductor / general bylaw review*

The issue about the Assistant Conductor will be handled by the Bylaw committee and brought forward to firstly, the Board of Directors, and secondly, to the membership at the next AGM.

Gordon will head the Bylaw Review committee, with Jane, Paula-Ann, and Dan to sit on the committee.

VI) *Band logo*

Carried until Next Meeting

VII) *Summer shirts*

Carried until next meeting.

5. 2020/2021 Season

I) *Band BBQ 2021*

To be held at the same location as last year, with the same format in regards to food, Gordon to mention in Notations for members to RRSP. Dan asked for volunteers to help with serving.

II) *Christmas Concert 2021 with DVO*

It was felt that the Band may not have enough time to prepare for this venture. Jeff informed the Board that a Spring Concert may be more feasible due to the uncertainty caused by the Pandemic. The concept would be “Military/ Hometown Heroes”.

Motion to Agree to move the Concert with DVO to Spring 2022.

1st: Paula-Ann / 2Nd: Gordon

Carried

III) Sunday December 5 2021 BCB Stand Alone Christmas Concert

Lisa stated that Port Nelson Church is available for the Band to hold a Christmas Concert. Steve will call St. Marks's and Port Nelson Churches to determine availability.

6. Next meeting

The next Board Meeting will be held on September 16, 202. Paula-Ann stated that she will be unavailable for that meeting due to a Medical test.

7. Motion to Adjourn

Meeting adjourned at 9 pm.

Motion to Adjourn the meeting.

1st: Gordon / 2Nd: Sherrie

Carried