



EXECUTIVE MEETING

Date: Thursday, November 18, 2021

Time: 7:30 P.M.

Location: Online, via Zoom

1. Call to Order

The meeting was called to order at 7:32 pm by Jeff Reynolds who was chairing the meeting.

I) Present:

Steve (via mobile), Jeff, Jane, Paula-Ann, Laura, Dan, Renata, and Sherrie

II) Regrets:

Kamara

III) Absent:

Gordon

IV) Adoption of Agenda.

Jeff asked if everyone was able to see the agenda posted on the forum. Everyone
to the agenda as presented.

agreed

a) Amendments

none mentioned.

2. October 12, 2021 meeting

I) Adoption of Minutes - October 12, 2021

The minutes were posted on the forum. Thank you to Laura for completing them.

Motion to adopt the minutes as presented

1st: Renata

2nd: Sherrie

Passed

II) Business arising from the minutes -October 12, 2021

none raised

3) Reports

I) Treasurer's Report for November 18, 2021 (as posted on the Forum)

As the band resumes a more normal level of activity, our expenses will increase before our income! I don't foresee any major problems, but our chequing account balance will decrease until we actually get concert revenues.

Our financial position in chequing is as follows:

Balance October 15, 2021 – 11144.75

Debits: Bank charges (October @2.50 a month) -- 2.50

Joanne Romanow – (August outdoor rehearsals) - 220.00

Donation re M. Cousineau via CH (75.00 – 3.5% fee) + 72.19

Bank charges (November @2.50 a month) - - 2.50

Balance November 18, 2021 10991.94

As there is usually no executive meeting in December, I am listing BCB expected expenses to the end of 2021. I am not including concert venue expenses, but it is possible that some bookings may have to be made in the next few weeks.

Expected expenses to year end

Music Director – J. Romanow – (Oct, Nov, Dec, rehearsals etc. = ¼ of 5250) 1312.50 Long & McQuade – sheet music bill to date (first invoice for part order Oct. 29)

Library expenses – toner, paper (Laura Cristiano to arrange)

Notes:

CRA has received and posted BCB's 2020 tax return on the public CRA charities website. CanadaHelps disbursed the donation in memory of Marc Cousineau on October 21/22 – I confirmed the amount by signing into BCB's CanadaHelps charity account.

Finally, as most of you are aware, I would REALLY like to get all of the mail sent to BCB since whenever! The last bank statement I have received was up to May 17, 2021. I have received no official acknowledgment of filing BCB's tax return or Ontario corporate return. I am also expecting GST/PST rebate cheques, based on last years' experience the cheques would have been issued in July or August, and I would like to deposit them before they go stale. Would it be possible to notify the City of Burlington that as we are back using the Music Centre weekly, they should resume forwarding our mail to the Music Centre? Thank you for your attention.

Jane V. Clifton

II) Director of Music

Practices are ongoing at the Music Centre, it is nice to be able to hear everyone! Last practice will be December 13, 2021. Joanne has been in contact and will be meeting with Laura (DVO) to determine what music will be played at the joint concert.

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

I) Practice at the music center - review protocols

Steve stated that the city is okay with our Protocol. Jane asked for new volunteers to take over the intake screening as she would like the opportunity to play. Sherrie and Renata stated that they can step in.

II) Logo and summer shirts

This item is to be carried over to the next meeting.

5. 2021/2022 Season

I) Christmas 2021

a) BCB recording Christmas card

After a brief discussion on logistics, it was decided that it would be possible to produce a video which can be posted. Joanne can make an audio recording the band playing while Lisa can videotape and create the video to be uploaded.

b) Other community opportunities? -

Burlington Christmas market (pending)

Steve stated that he is waiting on a response back from the organizer.

Burlington Singing Tree pop-up

There was decided that there would have to be interest from the membership but it might be a possibility after the Christmas Market.

II) Valentines 2022

a) organizer

Sherrie volunteered to research a venue to hold a concert. St. Christopher is not allowing any performances at the moment due to COVID-19. St. Paul's Church is not as confining to play in. Wellington Square is a possibility however their rental fee for our last concert there was \$1000.00. It was felt that first to find a venue, then the concert can be planned.

III) Spring 2022

a) date and time - Sunday, May 29th 2022 7:00 p.m.

Confirmed.

b) location - Canadian Warplane Heritage Museum

Confirmed.

c) Financials - DVO and BCB contributions

The cost to rent the venue is \$4000.00, which DVO can cover \$2500.00. This means that BCB must cover the rest \$1500.00. It was stated that BCB will have to fund-raise through sponsorship and advertising. It was determined that the list of previous sponsors is needed as well as reaching out to the band membership for leads. Steve posted on the forum a sponsorship package sample and it was felt that it is suitable.

d) Tickets - paid tickets or free-will

Jeff will look into this as DVO is donation based and BCB is ticket based for concerts as he is on the executive of both groups.

e) fundraising/advertising

Steve informed on the policy from the CWHM which they must approve any and all advertising. Jeff is to ask Gordon to post about sponsorship on the forum to generate leads,

It was felt that BCB reach out to Senior Communities in the Hamilton Area to let them know about the concert.

6. Next meeting

Steve stated if there is a need for a meeting one could be held on December 13th, however there is usually no execute meeting in December. Barring that, if the need arises, he can call for a meeting anytime.

7. Motion to Adjourn

Motion to adjourn at 8:35

1st: Renata

2nd: Sherrie

Passed