

**EXECUTIVE MEEING MINUTES**

**DATE:** March 16, 2023

**TIME:** 7:30 p.m.

**LOCATION:** 3095 Woodland Park Avenue, Burlington

**PRESENT:** Gordon Cameron, Jane Clifton (by Zoom), Kathryn Chirametli, Laura Cristiano, Dan Grieve, Kamara Hennessey, Steven Hewis, Marie Limanni, Lisa Liang (by Zoom)

1. **Call to Order: 7:41 p.m.**

l) Regrets: Joanne Romanow, Paula-Ann Simon, Jeff Reynolds

ll) Adoption of the Agenda/Amendments:

* Kamara commented that the Butterfly Release concert was not on the Agenda but is scheduled for June 25, 2023.
* Laura asked to be added to the Reports section of the meeting so that she could report on the library laptop and printing.

1. **February 15, 2023 meeting:**

l) Adoption of the Minutes from Feb. 15, 2023

* Section X of the Minutes should read: “The following concert themes are under consideration: Musical theatre with KooGle (May 2024), Jazz café (Feb. 2025), World cultures (May 2025).”
* With this correction, Gordon moved to accept the Minutes. Marie seconded the motion. Vote: All in favour; carried.

ll) Business arising from the minutes: Nil report

1. **Reports:**

l) Treasurer’s Report (posted separately on Forum)

* Jane reported a loss of $255.66 incurred by the cancellation of the May 3,10 concert. Ticket sales that had to be refunded totalled $1305.00 but some people decided not to take a refund. Unfortunately, Jane is not able to issue income tax receipts for these donations. Further details can be found in the Report, *Financial outcomes for March 3, 10 concert cancellation*, posted on Forum.
* The GIC can be renewed at a better interest rate.
* Marie moved to accept the Treasurer’s Report. Gordon seconded the motion. Vote: All in favour; carried.

ll) Director of Music Report:

* No report was presented by Joanne who was absent.

III) Report on the Library:

* Laura said she would give out new music at the next rehearsal. She will collect the Broadway repertoire so it is not lost.
* The laptop is 8 years old and does not work. The Executive decided that it was better to buy a new laptop than try to fix an old one. Dan offered to look at new laptops and present options and prices at the next meeting.
* The printer is old and may not allow printing from a newer laptop. Dan suggested purchasing a cheaper printer to use for printing music if necessary. This decision is on hold until a replacement laptop is purchased.

**4. New Business/Other Business:**

l) Band photographs:

Marie suggested we update the band photos on the website. The Band used to photograph each concert. Gordon’s sister and Dan’s sister-in-law might be interested in taking band photos. Gordon and Dan will bring quotes to the next meeting for review. The Executive would like to photograph the May concert.

ii) Summer shirts:

Some band members have already placed orders for the shirts. Payment is by e-transfer or cash. Steven will bring shirts to the Monday March 20th meeting for members to view. Members will be given a deadline of May 1st to place their orders. Going forward, bulk orders can be placed once a year.

iii) Band collaboration:

Steven reported that Jennifer Peace, Director of the New Horizons Band Burlington, replied that the Band would be happy to do a joint Christmas concert with the BCB.

iv) Executive positions:

Kamara reported that Jane, Marie, and Paula-Ann have all asked to fill the positions of Member at Large. The Portfolio positions are covered. Dan will move from Membership to Treasurer; Laura will continue with the Library; Liisa will take on Membership. All Executive positions are covered.

v) Zoom renewal:

Marie motioned to add Zoom as a budget item and have it automatically approved for renewal. Gordon seconded the motion. Vote: All in favour; carried.

1. **2021/2022/2023 Season**

l) MID-WINTER 2023 (March 3rd)

Subsection A – Information:

* Gordon reported that it was difficult to report the concert being on and then send out a cancellation notice later in the same day.
* Marie asked how the decision to cancel the concert was made. Steven decided in consultation with Joanne because of the short time frame.
* Paula-Ann suggested that the band members be polled before a cancellation is announced in order to see how the membership will respond. She also suggested the membership be polled before a concert is rescheduled to see how many members can make the new date.
* Gordon suggested the polling could be limited to the Executive in order to make a timely decision. Executive members can email their response to a suggested cancellation to the Band President.
* Jane said she was in favour of the March 3rd cancellation because the Band would be able to hold on to revenue and could get the same venue for the following Friday.
* Dan said that the March 3rd concert was cancelled the day before because of the winter warning. The March 10th date was initially approved because the weather seemed to be better than initially forecast. However, a large number of members contacted Steve to say they would not be coming because of the weather.
* Marie suggested we could ask Section Leaders to check with their members to confirm who is going to attend the concert.
* Kamara said there was a problem with off-site parking due to snowdrifts. Steven said that parking was a consideration for both members and the audience.

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Subsection B – Action Items:

* Steven said that the Band needs to revise its policy about cancellations. Currently, the decision is made between the Band President and Music Director. After some discussion, it was agreed that members of the Executive should contact the Band President by email with their comments before the cancellation announcement is made.
* Gordon offered to prepare a draft policy statement to cover cancellations. He will bring it to the next meeting for review. In the meantime, the draft has been posted on Forum for the Executive to review and post comments
* The Broadway concert will be rescheduled for the fall. Joanne had said a June concert with the Broadway music would be possible, but the Executive felt that fewer Band members would be available in the summer.
* Marie moved that we reformat the Broadway repertoire for the fall concert in October, using the same location at Grace United Church, and the same soloists from KooGle if they are available. Jane seconded the motion. Vote: All in favour; carried.
* Laura will ask Band members, at the next rehearsal, to return the Broadway music so that it isn’t lost.

ll) SPRING CONCERT 2023

Subsection A – Information:

* The date is May 5th, 2023
* The location is St. Christopher’s Anglican Church
* The concert title is: **London Calling, A Night of English Classics**
* Tickets cost $20 for one; $60 for four

Subsection B – Action Items:

* Charity: Steven will get in touch with the Compassion Society of Halton

III) SOUND OF MUSIC CONCERT

Subsection A – Information:

* Steven has made the parade application.

Subsection B – Action items:

lV) CANADA DAY/BURLINGTON 150

Subsection A – Information:

Subsection B – Action Items:

* Gordon will poll Band members to see who will be available to play at the concert.

IV) SUMMER 2023

Subsection A – Information:

* The Bandshell has been confirmed for Sunday August 27,2023
* Heritage Place is booked for Monday, August 21st
* The BBQ is on Monday, August 28th

Subsection B – Action Items:

* Steven will try to book Tansley for Monday August 14th

Vl) APPLEBY STREET FEST 2023

Subsection A – Information:

* The Street Fest is scheduled for Sunday Sept. 24th, 2023.

Subsection B – Action Items:

* Steven will ask Joanne if she is available for the Street Fest.

VII) FALL CONCERT - October 2023

Subsection A – Information:

* The Band intends to perform the Broadway repertoire, use the same singers and make the same charitable donation as planned for the Spring Concert.

Subsection B – Action Items:

* Grace United Church will need to be confirmed as the location.

VIII) CHRISTMAS 2023

Subsection A – Information:

* The New Horizon’s Band Burlington will join the BCB for a concert on Dec. 1stT.

Subsection B – Action items:

* Jeff is still investigating the possibility of the Band playing at the Mercedes Benz location in Burlington. He’s also checking the cost of playing at the Art Gallery.
* Steven will look into Glad Tidings and Compass as other possible venues.
* Paula-Ann will check out the rental cost of Hope Bible Church on Burloak Drive.

IX) FEBRUARY 2024

Subsection A – Information:

Subsection B – Action items:

* A daytime French concert at the Burlington Performing Arts Centre is planned. Funding should be 100% covered by grants.

X) OTHER CONCERT BUSINESS 2023

Subsection A – Information:

Subsection B – Action items:

* Gordon will send out confirmed concert dates in ***Notations*.**

1. **Next Meeting: Wednesday, April 19 th at Joanne’s place, 264 Delancey Blvd. in Hamilton**
2. **Motion to Adjourn the meeting at: 9:36 pm**Marie moved to adjourn. Gordon seconded the motion. Vote: All in favour; carried.

Amended by K. Chirametli on March 22. 2023