



EXECUTIVE MEETING MINUTES

DATE: October 17, 2024

TIME: 7:30 p.m.

LOCATION: Zoom

PRESENT: Jane Clifton, Kathryn Chirametli, Laura Cristiano, Steven Hewis, Lisa Liang, Paula-Ann Simon.

1. Call to Order: 8:07 p.m.

I) Regrets: Gordon Cameron, Dan Grieve, Kamara Hennesey, Marie Limanni, Jeff Reynolds, Joanne Romanow.

II) Adoption of the Agenda/Amendments:

Steven added an item: (4. IV c) Guest Contract

Paula-Ann moved to adopt the Agenda with the Amendment. Lisa seconded the motion. Vote: All in favour; carried.

2. Minutes from the September 18, 2024 meeting:

I) Adoption of the Minutes from September 18, 2024:

Jane asked Kathryn to add the word "*but*" to the last sentence in **section 3. Reports: I) Treasurer's Report.**

Jane moved to adopt the Minutes with one correction. Laura seconded the motion. Vote: All in favour; carried.

II) Business arising from the Minutes:

Lisa reported that the band has 81 registered members who have paid their fees. Only 1 member is outstanding with his/her payment of membership fees.

3. Reports:

I) Treasurer's Report

The Report is posted on the forum. The band is in good shape financially with a balance to date of \$22,769. However, more sponsorships and donations still need to be solicited.

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II) Director of Music Report: Nil report.

III) Fundraising Report:

Steven showed the Executive a draft fundraising card outlining various degrees of sponsorship. Sponsors are provided advertising space in the band's concert program ranging from 1/4 page to a full page. Lisa asked what other bands were charging for advertising space and she sent the group a link to the Oakville Wind Orchestra's webpage where their sponsorship package is posted. Steve replied that the DVO charges for advertising in its concert programs. Jane mentioned that the DVO lists all donors in its programs regardless of the amount of the donation. Donors (not including band members) could be listed within an appropriate range of donation. Lisa and Kathryn suggested providing sponsors with tickets to the concert as a benefit. Steven agreed to post a final draft of his fundraising card on the forum for review and further discussion.

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

I) Online Account Access Policy:

Gordon has prepared a final draft. It will be posted on the forum for review.

II) Portable Wireless Speaker/Mic:

Steven confirmed that the band has a speaker system with a mixer and stands. He purchased mics for \$117.50 and asked if the Executive would reimburse him for the cost.

Paula-Ann moved to reimburse Steven for \$117.50. Laura seconded the motion. Vote: All in favour; carried.

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III) DVO Program Advertising:

Steven reported that advertising information for our Christmas Concert has been sent to the DVO for inclusion in their next concert program. The DVO will also be sending our band information on its Christmas Concert for inclusion in our concert program.

IV) Strategic Planning Day Follow-up:

a) In progress.

b) Section Leaders:

Steven will coordinate with Joanne to meet with Section Leaders and review their responsibilities. Lisa said it would not be necessary to have all Executive members at this meeting.

c) Guest Contract:

Steven said that he would ask Marie to review the contract for guest performers to see if any changes need to be made before it can be given to the Welsh Male Chorus and any future guest performers.

6. Next Meeting: Wednesday, November 20, 2024, 7:30 p.m. Dan's house at 2027 Edinburgh Drive, Burlington.

7. Motion to Adjourn:

Paula-Ann moved to adjourn at 8:36 p.m. Jane seconded the motion. Vote: All in favour; carried.