



## EXECUTIVE MEETING MINUTES

**DATE:** November 20, 2024

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

**LOCATION:** Dan's house, 2027 Edinburgh Drive

**PRESENT:** Gordon Cameron, Kathryn Chirametli, Jane Clifton (Zoom), Laura Cristiano, Dan Grieve, Kamara Hennessey, Steven Hewis.

### REGRETS:

**1. Call to Order:** 7:48 p.m.

I) Regrets: Lisa Liang, Marie Limanni, Jeff Reynolds, Joanne Romanow, Paula-Ann Simon.

III) Adoption of the Agenda/Amendments:

**Gord moved to adopt the Agenda. Jane seconded the motion. Vote: all in favour; carried.**

**2. Minutes from the October 17, 2024 meeting:**

I) Adoption of the Minutes from October 17, 2024

**Dan moved to adopt the Minutes as read. Laura seconded the motion. Vote: all in favour; carried.**

II) Business arising from the minutes: Nil report

**3. Reports:**

I) **Treasurer's Report:**

The Report is posted on the forum. Dan summarized that no profit was made at the Fall Concert. He reiterated the need for one person to be dedicated to fundraising. He continues to have problems using Scotiabank so the Executive agreed that the band could consider moving to another bank.

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## II) Director of Music Report:

The band will do a full run through of the program on November 25<sup>th</sup>. The Welsh Male Choir will join the rehearsal December 2<sup>nd</sup>.

## III) Fundraising Report:

The band has reapplied for funding from the St. Stephen's Endowment and Steve is waiting to hear back from them. Steve reported that the band has received a donation of \$1,000 from East Side Auto, \$750 from K.N. Crowder, \$200 from Councillor Calvin Galbraith, \$500 from Harper Properties, and \$500 from Mr. and Mrs. Bob Pring. Of these sponsorships \$2,350 is slated for the Christmas Concert.

**Gord moved to adopt the Reports as read. Laura seconded the motion. Vote: all in favour; carried.**

## 4. New Business/Other Business:

### I) The Online Account Access Policy

The Policy was sent out to the Executive for review and remains to be approved.

### II) Concert Posters:

The poster for the Christmas Concert is going to be ready later than expected. Kamara asked why the poster was not sent out to the Executive for review. Gord explained that the poster design is reviewed by Steve and Joanne to expedite the process. As soon as the poster details for the Christmas Concert are submitted to Allegra, Gord will ask them about submitting details for the February Concert. Jane is working on a concert checklist that will help us keep on track.

Steve has submitted details such as dates, time and QR code to the DVO about our Christmas Concert but he will send them additional information as well for inclusion in their concert program.

### III) Strategic Planning Day followup:

The discussion centered on the meeting to review the responsibilities of section leaders. Different sections have organized themselves to suit their needs and the variations are fine if they are working. Kamara mentioned that not all alto sax members reply to her emails to confirm which events they will be attending. Dan said he would like to formalize the role of Jeff as section leader for the <sup>tubas</sup> and euphoniums.

Discussion around the scheduling of sectionals raised a few questions. Steve said that the band has booked the Music Centre for 8-10 p.m. and has an additional 15 minutes to set up and then pack up - 7:45 -10:15 p.m. - even though we start coming into the room around 7:30 p.m. If we have sectionals set up before practice he would have to get approval from the City to extend our

use of the space. Dan suggested we budget for sectionals and find another space we can rent cheaply like space in the Seniors' Centre.

#### IV) Charity Partners:

Lisa met with Mark from the Halton Learning Foundation. Her report is on the forum. The HLF like having a table at our concerts and the organization is interested in reciprocal promotion.

A meeting with the Burlington Food Bank is scheduled for Monday, November 25<sup>th</sup> at 7:30 p.m.

ROCK has not responded to our request for a meeting and has not cashed the check the band sent them.

Steve will interview Amanda and Lisa about future concerts geared to school children.

### 5. 2024/2025 SEASON

#### I) FALL CONCERT

##### Subsection B – Action Items:

Feedback from the school was very positive and they would like to do it again next year. Gord will be adding testimonials to *Notations*. They can be used on social media as well. Next year, the band will need to charge the school and arrange for a larger space.

#### II) CHRISTMAS CONCERT

##### Subsection B – Action Items:

Steve is putting together a slide show featuring the band and its sponsors to show at the concert.

Sax'n Sync will play during the intermission.

Laura will not be collecting the music at the concert. She'll do it the following Monday at practice.

The Welsh Male Choir will be signing a guest artist agreement.

As they did last year, Kamara and Dan donate 5 poinsettias between them to be used as door prizes.

#### III) SMALL ENSEMBLE CHRISTMAS EVENTS

Subsection A – Information:

The band's participation is confirmed for the Burlington Candelite Stroll (Nov. 29), Flamborough Parade (Nov. 30), and Burlington Parade (Dec. 1). The band will be using the Salvation Army Christmas books.

IV) FEBRUARY 2025

Subsection B – Action Items:

Small ensembles will be playing in the "Music of the Night" candlelight concert. Steve will talk to Joanne to confirm that the price is \$15 per person. We need to acquire battery-operated candles. The details for the poster will be submitted to Allegra by the first week of January and possibly earlier if Gord can arrange this.

V) SPRING 2025

Subsection B – Action Items:

The artwork and details for the poster will be submitted by the end of January 2025.

VI) LOOKING AHEAD – 2025/26

- a) Fall 2025 - Hallowe'en event for children – We need to find a bigger space.
- b) Christmas 2025 – A combination DVO/Burlington Concert Band will need a location for 400 people. Kamara suggested the Hope church. Steve will check into this option.
- c) February 2026 – Black History Month – DVO and Burlington Concert Band will offer a series of concerts featuring black composers and songs.
- d) KooGle with dance theme.
- e) Other concerts to do: Sound of Music Parade, Ireland House Museum, Doors Open was suggested but conflicts with Appleby Streetfest, Heritage Place but the band should ask for an honorarium.

VII) LOOKING AHEAD – 2026/27

- a) Fall 2026 – We could do another Hallowe'en children's event.
- b) Christmas 2026 – Do we need a guest artist?
- c) February or March - "March Madness" will include marches and work by John Williams. The Teen Tour Band could be invited to march in and out of the concert.
- d) Spring 2027 - theme of indigenous sound – Steve has contact with some groups in southwestern Ontario. Dan suggested that we try to get a composition written for the concert. Steve will check into this.

**6. Other New Business: Next Meeting:** Wednesday, January 15, 7:30 p.m. Location: tba.

**7. Motion to Adjourn:** Gord had to leave at 8:32 p.m. so there was no quorum to motion for an adjournment. The meeting ended at approximately 9:30 p.m.