



## EXECUTIVE MEETING MINUTES

**DATE:** March 19, 2025

**TIME:** 8:00 p.m.

**LOCATION:** Zoom

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

**REGRETS:**

**1. Call to Order: 8:05 p.m.**

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

II) Adoption of the Agenda/Amendments

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

Amendments:

a) The date of the next meeting was changed to April 17, 2025 in Section 6.

b) Under Section 4 New Business, numbers I and VI were struck out.

**The Executive voted to accept these amendments.**

**2. Minutes from the January 15, 2025 meeting:**

I) Adoption of the Minutes from January 15, 2025

**Jane moved to accept the Minutes as read. Laura seconded the motion. Vote: All in favour; carried.**

II) Business arising from the minutes:

The February meeting was cancelled due to extenuating circumstances.

## **Reports:**

### I) Treasurer's Report:

Steve shared his view of Dan's Report which had been posted on the forum. The following are some of the points discussed.

The drive for donations from the membership has exceeded expectations.

The St. Stephens Endowment Fund continues to provide significant financial help. Without its help the Band could not make enough money at Grace United Church where the size of the audience is limited. Dan does not recommend that we do a second concert at Grace this season.

Dan recommended that \$1000 from the proceeds of the February Concert be given to the Halton Learning Foundation.

Dan suggested spending a surplus in the budget for percussion equipment. Approval would be needed from the Band membership. The library budget also has a small surplus that should be spent. Gord cautioned about spending money on percussion without enough players to use new equipment but Steve pointed out that some percussion instruments are worn out and need to be replaced. Gord also suggested that we could start putting the surplus aside to buy a new set of chimes which are quite expensive.

**Gord moved to adopt the Treasurer's Report. Laura seconded the motion. Vote: All in favour; carried.**

**The Treasurer moved to present the Halton Learning Foundation with a gift of \$1000 . Jane seconded the motion. Vote: All in favour; carried.**

### II) Director of Music Report:

Joanne will be back next week. Steve will follow up with Julian to see if he still wants to stay on as Assistant Director. The Executive did not know if Julian had been successful in obtaining a more permanent position as Conductor for the DVO.

### III) Fundraising:

St. Stephen's Endowment has approved us for \$2500 for each of 3 years. We will also be able to use Grace United Church for one concert, free of charge.

Dan was concerned about the lack of advertisers for the concert programs. Steve will get in touch with Sheri about program advertising. He is happy to go after large donor contracts.

IV) Other :

Gord reported that the current edition of the Bylaws is now posted on the forum.

Dan reported that the Membership List is not current. Gord said he would check with Lisa to make sure it is up to date.

Jane reported that she will soon be able to report on the results of the Member Survey.

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

I) Halton Learning Foundation donation: The Executive has already voted on this.

II) Welsh Male Chorus: Steve will arrange delivery of the band's donation.

III) Contracts for DOM and AC: Steve will call Julian to set up a meeting.

IV) Strategic Planning Day followup: It is on Steve's list to set up a committee to identify policies and procedures that are needed, outline responsibilities of each Executive and volunteer position, and meet with section leaders.

V) Catch the Ace promotion strategies: This initiative has already been announced twice at band rehearsal. Gord can post information about the draw on Facebook. Dan will look into the possibility of posting on **Burlington Together** . Sheri has invited band members to join her at the pub to watch the monthly draw. We could consider doing this monthly until the end of the draw. The jackpot is now at \$2500.

**5. 2025/2026 Season**

**I) FEBRUARY 2025**

Subsection A – Information:

Glenn Colling commented that the concert was "fantastic. " The high ceiling of the church worked very well for acoustics. Kathryn and Laura agreed that the concert was "magical." Kamara mentioned that there is a small room near the kitchen which would make a good place for smaller ensembles to rehearse. Kathryn asked if we could get the key to the elevator next time. Steve will ask about the elevator and the small room on the ground floor of the church. Dan suggested we offer parking choices next time to encourage members to park elsewhere.

## II) **SPRING 2025**

### Subsection A – Information:

The concert is on May 4<sup>th</sup> at the Holiday Inn. Tickets are \$15 and will be sold online. Steve said that he could arrange to have tickets held at the door. Dan responded that if we hold tickets at the door we should make sure the attendees pay first.

### Subsection B – Actions:

We need people to take/check tickets at the door. The Info for the poster has been sent out to the printer. We need to organize volunteers for loading, tear down, setting up, etc. This will be done closer to the date.

## III) **SUMMER 2025**

### Subsection A – Information:

The date of the BBQ will be set as soon as we know when the Music Centre will be closed.

## IV) **Looking Ahead 2025/2026**

### a) FALL 2025

Steve will check with M.M. Robertson High School to see if there is interest in participating in a Fall/Hallowe'en event. Dan said we need sponsors for this concert. Starting in June Steve will work on an outline of the concert and present it to the school. Kamara asked if the school would help with promotion. Steve said that promotion by the school would be expected. We also have to see if the school has a band that wants to take part in the concert.

Dan said we should monetize the concert in another way. If the tickets are sold online like at Rolling Meadows, all the proceeds would likely go to the school. Gord asked how much would we have to make and Dan responded that he'd want to recover \$2000 over and above the overhead costs.

### b) CHRISTMAS 2025

The date is Sunday, December 14<sup>th</sup>. The 7<sup>th</sup> was out because it's the day of the Burlington Parade. The Holiday Inn is available. Steve asked for guest suggestions. Dan said we could go back to Enchorus. Jane suggested a sing-along. Kamara suggested that each section could purchase a poinsettia for the draw at the concert. Previously Kamara and Gord have donated poinsettias for the draw. Gord liked the idea but said we'd need to balance the

size of each section. Dan suggested that each section could decide what kind of plant they'd like to donate. There would need to be 5 section leaders to canvas their section. Steve suggested we plan for the flower donations in September, closer to the concert.

c) FEBRUARY 2026

BCB and the DVO will offer a series of concerts celebrating Black History Month. The DVO has contacted the Metropolitan Choir about performing in their concert. Steve is planning to ask a Caribbean steel drum group to play at our concert.

d) SPRING 2026

The May concert can be at Grace United Church. If we arrange for guests from KooGle, dancers and singers, BPAC would be a better venue but is very expensive and therefore not recommended. Gord said Compass Point is another option but they are expensive too. Laura asked if KooGle is interested in participating? Steve replied that KooGle would like more of its members to be involved in the concert. Dan said we could do it at Grace and break even. Jane suggested the Bandshell as a venue. Dancers could be at the front if the floor is good enough. Steve suggested renting a soccer field with a dome. Kamara mentioned contacting dance school director Rainer Noack to see if his students might be interested in participating in our concert. It was agreed that we might need to plan for a joint concert with dancers in 2027. We will also need a bigger venue than Grace United.

V) **Looking Ahead 2026/2027**

- a) Fall event at local school.
- b) Christmas 2025 - Consider using handbells. St. Paul's Church has a set.

6. **Other New Business:**

Gord will add a note in **Notations** about the band exceeding expectations for donations and list summer events.

Kathryn said she would be finishing her second year as Secretary at the June 2<sup>nd</sup> AGM. As she will be taking on other volunteer responsibilities she would like to find a replacement. Gord said he would announce an opening for the position of Secretary starting June 2<sup>nd</sup>.

Jane said the member survey results would be ready soon.

**7. Next Meeting:** April 17<sup>th</sup>, 7:30 p.m.

**8. Motion to Adjourn:** Gord moved to adjourn the meeting at 9:35 p.m. Dan seconded the motion. Vote:  
All in favour; carried.