



## EXECUTIVE MEETING MINUTES

**DATE:** June 16, 2025  
**TIME:** 7:15 p.m.  
**LOCATION:** Burlington Music Centre

### 1. Call to Order: 7:14 pm

#### I. Present:

Gordon Cameron, Jane Clifton, Laura Cristiano, Dan Grieve, Kamara Hennessey, Steve Hewis, Marie Limanni, Leslie McAlister, Jeff Reynolds, Joanne Romanov, Kat Scarlett, Paula-Ann Simon

#### Regrets:

Lisa Liang

#### II. Adoption of the Agenda/Amendments:

Steve noted that the amended Agenda (Appendix B June 16 2025) will be tabled at this meeting. All items from the originally distributed Agenda from '4a' to 'Tables' have been removed.

**Jeff moved to adopt the Agenda as amended. Gord seconded the motion.**

**Vote: All in favour; carried.**

### 2. Meeting Minutes:

#### I) Adoption of the Minutes from May 22, 2025:

- Kamara expressed her thanks to Kathryn for her Secretary duties in the past and how much the Committee appreciate her work.
- New members abstained from voting.

**Paula moved to adopt the Minutes from May 22, 2025. Marie seconded the motion. Vote: All in favour; carried.**

#### II) Business Arising from the May 22, 2025 Minutes:

- None.

### 3. Reports:

#### I) Treasurer's Report :

- No report.

#### II) Director of Music Report:

- Joanne requested that we revisit the date of the May 2026 concert, as the original date noted fell on the Victoria Day weekend. Steve noted that the correct date is May 3, 2026. Grace United Church is good with that date.
- Jane questioned what follow-up is being done on survey comments. As per Steve, this would be discussed in "New Business". Jane requested that this topic remain on the table and current.
- Steve to follow up with the City of Burlington (Theresa) as to the Accessibility Policy to confirm what the Policy actually reads. Following this, he will schedule a meeting with Jeff Tomlinson and Jeff Smith (who are the next level down with regards to the terms of use for the Music Centre). Decision-making power remains with the City. In order to address specific comments, the above meetings need to be held first. Jeff noted that Steve should confirm what version of the Accessibility Contract they are working from.

#### III Fundraising Report:

- No report.

### 4. New Business / Other Business:

#### I) Program Committee – Applications:

- Steve reported that we have 2 applicants: Barb Reynolds and Lindsay Chick. Ashley Grieve is also a member of the Committee. It was noted that both applicants are good candidates.
- Gordon noted that both new applicants are clarinet players and he felt that it would be nice to see this spread across all band sections.
- The Program Advisor position is traditionally held by the Conductor, but it can be held by any Committee member. Gordon suggested that the Bylaws be referred to. Laura noted that all Committee members pitch in ideas. It was agreed that a Program Advisor should be appointed; ultimately falling on Joanne. Steve noted that a future discussion should be held regarding the appointment of Program Advisor. Jeff noted that the current 2-year stand on the Program Committee could be changed to 3 years, and recommended that the Bylaws be revisited. Steve noted that we should only deal with the appointment of the 2 applicants currently.
- **Marie moved to continue looking at these applications and bylaws. Motion seconded by Paula. All in favour; carried.**

## II) AC (Assistant Conductor) Applications:

- Steve reported that Julian will continue his term through the end of August, at which point the AC position will be open.
- Two people have expressed interest - Leah Jagger and Lizuarte DeSousa; both are highly capable.
- Joanne would like to see both have an opportunity to rehearse and perform, which would be considered an audition until a decision has been reached.
- One suggestion was to have one candidate rehearse/conduct at the Christmas concert and the other candidate at a later concert. However, this could leave the freshest impression with the latest candidate.
- Jeff suggested that we could have them both rehearse/conduct a piece each in the same concert.
- Joanne expressed concern that although we are not in a rush, podium time is limited.
- Any candidate needs to know the ground rules up front.
- Steve noted that applicants will have until the end of June to apply. There could be an initial brief interview with applicants. Joanne and Steve would review the roles with applicants and assign them each a piece of music this Fall for rehearsal/performance at the Christmas concert.
- **Gordon moved: Have the call for nominations complete by the end of June, with applicants being given a piece to rehearse/conduct at the Christmas concert. Feedback and decision would be made in the new year, with Joanne and Steve coordinating this process. Motion seconded by Jeff. All in favour; carried.**

## 5. Next Meeting:

- **Wednesday, August 20, 7:30 p.m. Location: TBD**

### Motion to Adjourn:

- **Paula moved to adjourn the meeting at 7:50 p.m. Gordon seconded the motion. Vote: All in favour; carried.**