



## EXECUTIVE MEETING MINUTES

**DATE:** January 9, 2026

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

**LOCATION:** Zoom

### 1. Call to Order: Steve Hewis, BCB President, called the meeting to order at 7:37 pm.

#### I. Present:

Gordon Cameron, Laura Cristiano, Jane Clifton, Kamara Hennessey, Steve Hewis, Leslie McAlister, Jeff Reynolds, Joanne Romanov (DOM), Kat Scarlett, Paula-Ann Simon

#### Regrets:

Dave Grieve, Lisa Liang, Marie Limanni

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

Steve noted that this meeting would be for discussion of survey results for the Assistant Conductor position, along with remuneration. There were no amendments to the agenda noted.

- Motion to accept the agenda tabled by Kat
- Motion seconded by Paula-Ann
- All in favour; none opposed; carried

### 2. Assistant Conductor:

#### I) Discussion of Survey Results and Comments:

Gordon recommended that as we are discussing a personnel matter, we should hold this discussion "in camera". He also noted that the band member votes between the two candidates were close. Items discussed during this meeting can be shared with the candidates.

- Motion by Gordon to move the discussion to "in camera".
- Motion seconded by Jeff
- All in favour; none opposed; carried

The meeting was moved to "in camera" at 7:41 pm.

- **Motion by Gordon to move back into public session**
- **Motion seconded by Kat**
- **All in favour; none opposed; carried**

The meeting was moved back into public session at 8:52 pm

**II) VOTE for Assistant Conductor:**

A vote was taken by show of hands for position of Assistant Conductor. Results were in favour of Lizuarte DeSousa as new Assistant Conductor.

- **Motion by Jeff that Lizuarte DeSousa be chosen by the BCB Executive for the Assistant Conductor position.**
- **Motion seconded by Kat**
- **All in favour (7); none opposed (0); carried**

**III) Term and Remuneration:**

- Gordon noted that the previous AC's 3-year contract increased from \$575 as a base in the first year (2022-2023); second year was \$600 (2023-2024) and the final year was \$650 (2024-2025). The stipend paid for each service was \$120 for the first year, \$125 for the second year and \$135 for the final year.
- Discussion ensued around stipend and honorarium. An honorarium is payment for 1 piece conducted for each concert and the two-days' holiday that the DOM can take.
- As per Gordon the By-laws can be revised with a vote by the Executive if we decided to increase the stipend, if needed. Generally, the contract runs from June 1 – May 31, with Gordon recommending that we present a partial one-year contract that would run from now until May 31, 2026, followed by a contract from June 1, 2026 to May 31, 2027. Joanne noted that this was similar to her situation as she started in January 2020.
- Gordon recommended that we prepare a 6-month contract that would run from the current date to May 31, 2026 prorated at \$325 with a \$130 per service fee based on the contract. Steve noted that in the interest of job security, we should inform him that another contract will be forthcoming in June. Gordon mentioned that if the Executive is not happy with DeSousa's leadership as AC during his 6 months/one year term (2026-2027), the contract can be ended with 2 month's notice.
- Laura mentioned that the previous contract was specifically written for Julian. Laura also questioned if there is a review process at the end of the first contract. Gordon confirmed yes.
- Jeff noted that we should decide on a figure and asked the group if we are okay with \$325 as prorated followed by \$650. The previous AC contract had a \$25 increase from Year 1 to Year 2, followed by a \$50 increase from Year 2 to Year 3. Gordon agreed with \$325 as prorated for the first year, and suggested \$675 for the second year.

- Joanne noted that she has previously paid the AC once when she was away. She also noted that she will be away for 2 weeks this March, which is covered under her contract.
  - Gordon will use the previous contract wording when generating the new contract. The only item not included is “exceptional circumstances”, which was added to Joanne’s contract (COVID).
  - Joanne expressed concern that when she is away, the person filling in needs to continue with her interpretation of the music; not their own. Gordon noted that this should be written into the contract, as well as the by-law re-written to reflect this.
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- **Motion by Gordon to write a standard contract for the Assistant Conductor with an amount of \$650 prorated between the execution of the contract and May 31, 2026, followed by \$675 between June 1, 2026 and May 31, 2027; with the stipend amount to be \$130.**
  - **Motion seconded by Jeff**
  - **All in favour; none opposed; carried**
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- **Motion by Gordon that the BCB Executive enact a temporary by-law to By-law 4, Article 3, Section 5, Subsection B to read “rehearse at least 1 selection for each concert with a timing agreed to by the Director of Music.**
  - **Motion by Gordon**
  - **Motion seconded by Jeff**
  - **All in favour; none opposed; carried**
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- **Motion by Gordon to adjust Bylaw 4, Article 3, Section 5, Subsection C to read “in consultation with the Programming Committee, conduct at least one themed-appropriate piece of his or her choice at each concert”.**
  - **Motion seconded by Jane**
  - **All in favour; none opposed; carried**
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- Gordon will put together a contract and send it Steve by the morning of January 10<sup>th</sup>. Gordon requested that Steve let him know once he has spoken to both candidates.
  - Jeff will send the survey comments to Steve; Steve will separate the files so that each candidate will only see their own responses.
  - Joanne requested that once Steve has spoken to Lizuarte, could he ask Lizuarte to contact her so he has a chance to look at a score before Monday’s rehearsal.
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- **Motion to adjourn at 9:28 pm tabled by Gordon**
  - **Motion seconded by Jeff**
  - **All in favour; none opposed; carried**