**BCB Annual General Meeting**

Date: Monday, June 5, 2023

Time: 8:00 p.m.

Location: Music Centre, Burlington

***1. Call to Order***

*T*he meeting was called to order at 8:00 p.m. by the Band President, Steven Hewis, who was chairing the meeting.

**2. Confirmation of Quorum**

Steven confirmed that with more than 15 members present, the requirements for a quorum had been met.

***3. Adoption of Agenda.***

Steven asked if everyone was able to see the agenda posted on the Forum. As there were no corrections to the Agenda, a motion was made to adopt the Agenda.

***Motion to adopt the Agenda***

**1st:** Gordon Cameron

**2nd:** Dale Martin

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

**4. Opening remarks**

The President, Steven Hewis, noted that unlike the previous year when the By-laws were amended, there were no major issues to be addressed at this time.

***5. AGM minutes***

***I) Adoption of the Minutes from the 2022 Annual General Meeting, June 6, 2022***

Steven asked if there were any corrections to the Minutesposted on the Forum. Laura Cristiano said that in Section 10 – *These positions will be up for election in June 2024*, the year needed to be changed to 2023.

***Motion to adopt the minutes as so amended***

**1st:** Kat Scarlett

**2nd:** Helen Rudzroga

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

***6. Business arising from the minutes***

Steven asked if there was any business arising from the Minutes of the June 6, 2022 AGM. There was none.

***7. Financial Statements and Proposed BCB 2023-2024 Budget***

***I)Treasurer’s Report:***

Jane Clifton said that she was resigning as Treasurer but planned to stay on as Director-at-large. The **Proposed BCB 2023-2024 Budget** as posted on the Forum and distributed in print at the meeting is projected to be balanced. The new Treasurer will have to look after the G.S.T. rebate application that has to be submitted before the end of June 2023.

The St. Steven’s Endowment Fund of $5,500 over 2 years needs to be reviewed to see how best the money should be spent. The Fund is used in part to cover performances at Grace United Church where the Band will

perform in October 2023.

Jane has been busy issuing a large number of receipts for charitable donations. And due to the cancellation of the March concert, she has had to issue a large number of ticket refunds. Canada Helps does not refund the

full amount for ticket sales.

*Please refer to the ADDENDUM, at the end of the Minutes, for Jane’s detailed explanation of the challenge posed to the Treasurer when the fiscal year, the tax deadlines and the performance “season” run in different cycles.*

Steven asked if there were any further questions about the Financial Statements and Proposed Budget. As there were no questions, Steven asked for a motion to adopt the Treasurer’s Report, the Financial Statements, and the Proposed Budget.

***Motion to adopt the Treasurer’s Report, the 2022-2023 Financial statements and the BCB 2023-2024 Budget as proposed.***

**1st:** Paula-Ann Simon

**2nd:** Marie Limanni

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

***8) Reports***

1. ***President***

Steven reported that 2023 is the first year since the Pandemic that the Executive of the Band has been able to plan a full slate of concerts. The cancellation of the March 2023 concert was unavoidable due to weather conditions but the Band will perform the Broadway repertoire in October this year.

The size of the Band makes it a challenge to find performance venues that are large enough. The Band is still looking for a venue that can accommodate a joint Christmas Concert with the New Horizons Band of Burlington.

1. ***Director of Music***

Joanne Romanow was unable to attend so her Report was read by Paul Romanow. The full Report is attached at the end of the Minutes as an ADDENDUM.

Steven asked for a motion to accept these two reports.

***Motion to accept the Reports of the President and the Director of Music***

**1st:** Gordon Cameron

**2nd:** Ray Banks

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

***9. Election and Installation of the Executive***

Past President, Kamara Hennessey, presented the Slate of Candidates as required under BCB Bylaw 1: Article 4 and 7, for the consideration of the membership. The Past President, as required, submitted the following slate of candidates to serve on the Band’s Executive prior to the AGM by posting the list on the Forum.

Kamara acknowledged that the success of the Band relies on the efforts of its Executive. As an example, the Band President searches for sponsors for the Band and frequently has to face rejection for his efforts.

Kamara provided some further background about the Executive candidates. Dan Grieve who was standing for Treasurer was previously the Membership Director. Lisa Liang who was standing for Membership Director was previously Director of Marketing and Publicity. Kamara also said she had asked Kathryn Chirametli to act as Interim Secretary as Secretary Beth Brown had to step down before the 2023 AGM elections.

***Seeking election/re-election:***

 Vice President - Jeff Reynolds (Term 1; Year 7)

 Secretary - Kathryn Chirametli (Term 1; Year 1)

 Treasurer - Dan Grieve (Term 1; Year 1)

 Membership Director - Lisa Y. Liang - 2 year term

 Library Director - Laura Cristiano - 2 year term

 Directors-at-large – 1) Paula-Ann Simon; 2) Jane Clifton - 1 year term each

***Open Positions - Voting Directors***

 Facilities and Equipment Director

 Fundraising Director

 Publicity and Marketing

***Not up for election:***

 ***These positions will be up for election in June 2024 :***

 President - Steven Hewis (Term 1; Year 7)

 Facilities and Equipment Director - Dan Grieve

 Directors-at-large – 1) Gordon Cameron; 2) Marie Limanni

**Ex-officio/Non-voting**

 Past President - Kamara Hennessey

 Director of Music - Joanne Romanow

Kamara asked if there were any further nominations from the floor. As there were no further nominations, Kamara asked that someone move to close the nominations and accept the Slate of Candidates as presented.

***Motion to close the nominations and accept the Slate of Candidates as presented.***

***1st:*** David Harris

***2nd:*** Bill Jerome

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

***10. Membership Fees***

Steven explained that membership fees were used to purchase new music for the Band. After review the Executive recommended that the annual membership fee remain at $20 per person. Membership fees can be paid in cash or by e-transfer and are due by August 31, 2023 for the year 2023-2024. Steven asked for a motion to accept the annual membership fee of $20.

**Motion to accept the annual membership fee of $20 per person for 2023-2024.**

**1st:** Paul Romanow

**2nd:** James Lunn

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

***11. New Business -***  no new business

***12. Announcements***

l) Program Committee

The Committee of 3 includes Barb, Ashley, and Therese. They select music for the Band. Since Ashley is leaving there is an opening for 1 new member. Steven asked those interested in the position to send him a brief note indicating their section in the Band and outlining the skills they can bring to the Committee.

1. Band Shirts

Dan said that members can order a t-shirt with the Band logo if they submit their order and payment in cash or by e-transfer by June 9, 2023.

Speak with Dan if you have already ordered a t-shirt but did not pick it up at rehearsal.

III) Butterfly Release

 Kamara advised members performing at the Release to bring their own chairs. Set up time is 12 noon with the concert starting at 12:30 p.m. When

asked about drop off points, Kamara said she would make arrangements to allow members to drop off instruments and equipment. There are also parking spots near the gazebo the Band can use for the disabled or unloading of large instruments and equipment. Steve reminded everyone that the Band uniform is the black Band t-shirt and ankle length pants or skirt.

***13. Motion to adjourn***

 ***Motion to adjourn the AGM at 8:49 p.m.***

 ***1st:*** Gordon Cameron

 ***2nd:*** David Harris

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

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**ADDENDUM**

1. **2023 AGM Treasurer’s Report**

The band’s official fiscal year on file with CRA is January 1 to December 31. Thus, BCB’s federal charity tax return is due on June 30, six months after the end of the fiscal year. The Ontario Corporate return is also due at that time, June 30. For your information, BCB is incorporated in Ontario.

BCB’s “season” (not formally defined with respect to federal or provincial governments) runs from June 1 of one year to May 31st of the next year. I’m not sure if this is in the by-laws, but an AGM is mandated in the by-laws for the first Monday in June, and a look back at returns for the preceding “seasons” seems to have been understood for many years. The Treasurer’s challenge is to get all the tax and corporate returns for the fiscal year ending the previous December 31 done by June 30 as well as having prepared a proposed budget for the upcoming June 1 to May 31 “season”.

 **2) 2023 AGM Director of Music Report**

It is my pleasure to have been the Director of Music of the Burlington Concert Band for the past year. This is your band and I hope you are as proud of your musical efforts as I am. Thank you to each of you who has contributed musically and otherwise for making this journey possible.

In the last year we have rehearsed for seven concerts, but thanks to untimely poor weather, we were only able to perform five full concerts. These were:

* Butterfly Release (Bereaved Families of Ontario)
* Concert in the Park
* Children’s Concert in French
* Christmas Concert with Enchorus
* London Calling

All our concerts were well done and well received.

Overall, we have much to celebrate. We have many new or returning members. We have had positive feedback from our audiences about repertoire and overall sound. Members are contributing to the band in more ways than just showing up on Monday evenings to rehearse. All the extra contributions are much appreciated and do not go unnoticed.

Members are feeling comfortable asking for extra repetitions of certain sections during rehearsals and are also making good efforts to be at rehearsals consistently. This is much appreciated as we are not repeating the same spots week after week and are able to move beyond the basics.

Going forward I would like to have continued input from members regarding repertoire. All suggestions are noted for future consideration from the Programming Committee. Continued attention to tuning and dynamics will be ongoing. I would also like to continue to expand our repertoire and musical styles, and to become a more expressive ensemble.

In closing, I would like to thank the Programming Committee for giving much thought to the repertoire placed in the folders for performance consideration. Thank you to Laura Cristiano for her efforts to have music ready and keep the library running smoothly. I would like to thank Steve Hewis, Jeff Reynolds and the executive as a whole for the countless hours they invest to make your band succeed.

Finally, thank you to every band member for contributing your skills, both musically and otherwise, to make the Burlington Concert Band a great place to be on Monday nights.

Respectfully,

Joanne Romanow