



Minutes of the Fourth Meeting of the
 2024-25 Board of the Ontario Band Association
Monday, June 17, 2024
 at the Puskar Residence and via Zoom,
 7pm

Present

EXECUTIVE

Matthew Rodnick	President	
Lani Sommers	Present-Elect	
	Treasurer	vacant
Steffan Brunette	Secretary	
Angela Tran	Past-President	

DIRECTORS: Institutional

Dan Austin	Membership	
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DIRECTORS: Symposia

Matthew Peter	Wind Conductors' Symposium	<i>regrets</i>
Simone Gendron	Capital Region Wind Band Symposium	<i>regrets</i>
Hugh Corbett	Beginning Band Symposium	

DIRECTORS: Festivals

Jessica Puskar	Provincial Band Festival	
Jennifer Cresswell	Small Ensemble Festival	<i>regrets</i>

DIRECTORS: Honour Bands

Matthew Rodnick	Western Intermediate Honour Band	
Alicia Kennedy	Ontario Provincial Honour Band	
Troy Jones	Laurier Elementary Honour Band	
Lani Sommers	Capital Region Junior Winds Honour Band	

POSITIONS of RESPONSIBILITY

Shashi Ramu	Golden Horseshoe Music Festival	<i>regrets</i>
Ari Mohindra	Communications Co-ordinator	
Troy Jones	Elementary Music Education Advocate	
Pratik Gandhi	OBA-CBA(On) Liaison	<i>regrets</i>
Chris Reesor	Industry	<i>regrets</i>

Mitch McIntyre	Regional Representative, North	<i>regrets</i>
Mary Thornton	Regional Representative, Near North	
Cynthia Yuschyshyn	Regional Representative, East	
Dan Austin	Regional Representative, West	
Alecia Blackman	Regional Representative, Golden Horseshoe	<i>regrets</i>
Nikole Valkanas	Regional Representative, Central	<i>regrets</i>

MEMBERS

1. Call to Order

Rodnick called the meeting to order at 7:03pm.

2. Adoption of the Agenda

Motion to adopt the agenda.

Moved by *Rodnick*. Seconded by *Kennedy*. Motion carried.

3. Ratification of the Minutes of the Third Meeting from April 2024.

Moved by *Rodnick*. Seconded by *Puskar*. Motion carried.

4. Summary of Action Items from Previous Meetings

for Rodnick: seek out designates for committee chairs

Some people have been asked, and chairs should be ready to take their positions at the end of the Summer.

5. Announcements

Tran has finished her work for her Master's degree. There were many congratulations.

Sommers announced that Peter Meechan has been commissioned to write a Remembrance Day piece for her band, and her school was awarded some money from a local media "Team of the Week" giveaway.

6. Scheduled Orders of Business

(a) Donation Platform

Rodnick summarized the usefulness of CanadaGives. The OBA can do better at soliciting donations, particularly at the end of the year.

Sommers reviewed her use of JotForm as a donation tool for the CRJWHB. There was about \$1000 earned in donations. It could be made easier with SquareReaders for tap donations. As a charitable organization, we should not feel ashamed of asking for charitable donations.

Rodnick would like to see the finances get organized. *Tran* will take on the financial duties in the absence of an official treasurer. The bookkeeper will handle money in & out. *Tran*, as an Executive member, will handle the organizational oversight.

Receipts will go to *Tran*, and she will serve as the conduit to the bookkeeper.

Once the financial details are determined, we can proceed with thinking about how to gather donations.

Yuschyshyn suggested the Zeffy platform for fundraising.

7. Discussion Items

(a) Supporting 'New to Band' Educators (Rodnick)

An OMEA proposal for a conference workshop was submitted, and rejected. A similar proposal from Colleen Richardson was approved, but it isn't a beginning band workshop.

Rodnick suggested that the OBA could put together a list of people who can be reached for questions, especially for the August startup. *Sommers* mentioned that resources could be collected and posted.

Jones thinks this job could be a job for the Elementary Music Education Advocate. *Jones* is hoping to put together a "network of support" for people who are looking for answers.

Corbett did a quick overview of what the BBS will be offering that could be of interest, and the promotion of the event can highlight this.

Brunette highlighted some promotional issues and privacy issues, but thought that posting the number of available mentors in a region might be valuable information on the website.

Austin suggested preparing a "rehearsal under glass" resource that could be distributed. It would require media release, or strategic camera placement. He identified that the contact lists might need to be updated, since they were assembled about three years ago.

Brunette thought that there might be an angle to tap into Gold standard ensembles at the B100 level from the festival, and solicit their interest in being a mentor or to contribute a demo rehearsal.

(b) Review Slack Usage (Tran)

Tran initiated a discussion on the value of having Slack as a platform. It's a free platform, but it has limitations.

Sommers would like to see a shift to Google emails.

Kennedy voiced her support of emails, specifically the OBA emails.

Rodnick and *Tran* said they've seen some inconsistencies with Slack notifications. Another option might be to use the Google Suite, which includes Chat, and Shared Drives.

Tran asked *Mohindra* to circulate email addresses and passwords to ensure that everyone has access to their Google accounts.

(c) Updating JotForm data & Contact re: Finances (Corbett)

Corbett asked who the contact is for updating the JotForm, and asked whether fees for the BBS would be going up.

Rodnick clarified that the decision to set the fees rests with the director of the event. *Mohindra* will be the contact for JotForm.

Tran oversees one of the OBA credit cards, and can assist with the payment for BBS expenses.

8. Reports from the Executive

(a) President

see attached report

(b) President-Elect

no report submitted

(c) Treasurer

Position is vacant. No report.

(d) Secretary

see attached report

(e) Past-President

see attached report

9. Reports from Directors: Institutional Portfolios

(a) Membership

see attached report

A meeting was held with a small committee regarding Virtual Memberships. One option was to phase out the Virtual Membership at the upcoming AGM; another option was to purchase equipment to offer live streaming; a third option was to plan an actual virtual event for these members.

Rodnick was interested in a virtual event. *Austin* suggested the advantage is to reach areas of the province that we can't easily get to, but a committee needs to be formed to organize this.

Sommers connected the virtual event to the previously discussed "New to Band" topic, which would allow new music teachers around the province join together for professional learning.

Austin: Streaming events would require purchasing and housing a couple of livestream kids in various regions, and it requires technical knowledge to setup, and it brings privacy and copyright challenges with it. *Rodnick* was concerned we might not have the organizational capacity to run this.

Yuschyshyn would like to see YouTube resources available from the OBA.

Austin wants to ensure the Virtual Membership gets something unique for their membership.

Kennedy offered the idea of a hybrid event, where portions of the live event could be recorded as a digital resource for later. *Austin* cautioned that we need to ensure that the digital resources from the event don't reduce the attendance of live members.

Jones suggested creating a "Beginning Band Toolkit" that is available to members, with specific "intro to the instruments" videos.

Mohindra mentioned that rental of livestream equipment could be more financially feasible.

Austin is willing to be a video editor, and the material can be used to promote the event and the OBA.

The BBS could be a test event, if portions of the event were filmed. The registration form needs to be updated to include a media release acknowledgement. *Mohindra* will oversee the adjustment to the registration form.

Corbett will check with the clinician for her approval. *Mohindra* will see if there is a way to create a "members only" section of the website.

We are currently at 391 memberships.

10. Reports from Directors: Event Portfolios

(a) Beginning Band Symposium

see attached report

(b) Western Intermediate Honour Band

see attached report

Registration started a couple of weeks ago, and there are 160 recommendations. It's an excellent result for June.

The WIHB registration rate has gone up about \$10 to a total of \$74.

(c) Provincial Honour Band

see attached report

Recalls are out for piccolo, bass trombone, euphonium, and percussion. The new deadline is July 12. There is a tentative list of repertoire.

There was a record 170 auditions, which is the most we've ever had.

(d) Capital Region Wind Band Symposium

no report submitted

(e) Provincial Band Festival

no report submitted

A committee meeting was held with Caswell to organize responsibilities for the event. The new registration fee is \$425. The festival did not break even this past session.

Brunette wondered if a per student breakdown or fee structure might be helpful. A discussion was held, but a per ensemble cost makes the most sense to most.

The committee did previously talk about the possibility that ensembles that get less performance time might end up with a cheaper rate, but this decision is still being discussed.

(f) York Wind Conductors' Symposium

nil report

(g) Small Ensemble Festival

no report submitted

(h) Capital Region Junior Winds Honour Band

no report submitted

Adjudicator and dates are confirmed for May 4. Rates for the event will likely be going up, but the amount is to be determined.

(i) Laurier Honour Bands

see attached report

The upcoming 2025 event is the 10th anniversary. *Jones* will be trying to get a commission happening, if there was funding available. There were 172 in the ensemble in 2024.

Austin suggested the going rate for a commission is about \$800 per minute.

Brunette suggested there might be a way to incentivize donations from past members. Donations might earn a mention in the score, or early access to the next ensemble.

11. Reports from Positions of Responsibility

(a) Golden Horseshoe Music Festival no report submitted

The festival may end up at McMaster during reading week, for four days. This puts the festival just after the Provincial Honour Band.

(b) Communications Co-ordinator see attached report

(c) Elementary Music Education Advocate no report submitted

Jones will be working to put a mentor network together in the coming year.

(d) Industry *nil report*

(e) CBA(Ontario) Liaison no report submitted

12. Reports from Regional Liaisons

(a) Near North see attached report

(b) East see attached report

(c) Golden Horseshoe see attached report

13. New Business

(a) Regional Liaison Roles (Austin)

There is some confusion about the roles, and the job description is out of date. The database is out of date and needs to be re-done.

There is no chair for the Regional Representative committee, and this has led to a lack of direction.

Thornton would like to see each person who is serving as the representative look around the region to see what they can do. She summarized the work being done on the North Small Ensemble Festival.

Valkanas will no longer be serving as Central Representative.

McIntyre may or may not be wanting to serve as the North Representative.

14. Adjournment

Motion to adjourn the meeting.

Moved by *Jones*. Seconded by *Kennedy*. Motion carried.

The meeting adjourned at 8:40pm.

The next meeting will be in September 2024, date and location TBA.

A Doodle poll will go out to gauge interest on the hybrid vs. online-only models.

AGENDA: JUNE 17, 2024

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|-----|--|-----------------|----------------------------|
| 11. | Reports from Positions of Responsibility | | |
| | (a) Golden Horseshoe Music Festival | <i>Ramu</i> | no report submitted |
| | (b) Communications Co-ordinator | <i>Mohindra</i> | no report submitted |
| | (c) Elementary Music Education Advocate | <i>Jones</i> | no report submitted |
| | (d) Industry | <i>Reesor</i> | <i>nil report</i> |
| | (e) CBA(On)-OBA Liaison | <i>Gandhi</i> | no report submitted |
| 12. | Reports from Regional Liaisons | | |
| | (a) Near North | <i>Thornton</i> | |
| | (b) Golden Horseshoe | <i>Blackman</i> | |
| 13. | New Business | | |
| 14. | Adjournment | | |

Next meeting will be in September 2024, time and location to be announced.

Board Meeting
Monday June 17 2024



Executive Report

President

Matt Rodnick

Submit in electronic format to the SECRETARY by Saturday June 15 2024.

Discussion Items for the Board

1. Supporting “new to band” educators.

Standard Report

Actions Undertaken Since the Previous Meeting

- Attended CBA AGM in Halifax
- Attended the Provincial Band Festival Committee Meeting to designate responsibilities for the 2023-2024 year
- Submitted numerous invoices to the bookkeeper
- Met with Angela
- Transition of treasurer role is currently in progress. Angela will be taking over the financial oversight piece and Michael’s role has been expanded to cover money in and money out.
- Please ensure all events break even. It is crucial that none of our events run deficits at this time.
- Attended Provincial Honour Band listening committee.

Actions to be Undertaken by the Director

- Meet with Andria, Michael, and Angela to go over treasurer succession

Actions to be Undertaken by the Board

Board Meeting
Monday June 17 2024



Executive Report

Secretary

Steffan Brunette

Submit in electronic format to the SECRETARY by Saturday June 15 2024.

Discussion Items for the Board

nil

Standard Report

Actions Undertaken Since the Previous Meeting

Assisted on Provincial Honour Band Listening Committee

Actions to be Undertaken by the Director

Prepare language in the fall to deal with Bylaw Amendments re: GHMF directorship

Actions to be Undertaken by the Board

Board Meeting
Monday June 17 2024



Executive Report

Past-President

Angela Tran

Submit in electronic format to the SECRETARY by Saturday June 15 2024.

Discussion Items for the Board

-Review Slack usage

Standard Report

Actions Undertaken Since the Previous Meeting

- accepted the role of interim Treasurer until we have a successful candidate
 - started training with Andria on Treasurer tasks
 - sent OMEA a request to book a space for the OBA AGM at the Roots Conference
-

Actions to be Undertaken by the Director

- continue training with Andria and Michael re: Interim Treasurer tasks
 - register for the OBA booth at OMEA Roots Conference in November 2024
-

Actions to be Undertaken by the Board

n/a

Board Meeting
Monday June 17 2024



Director's Report

Membership

Dan Austin

Submit in electronic format to the SECRETARY by Saturday June 15 2024.

OBA Membership Stats - June 17, 2024									
Board	Board/ Lifetime	Lifetime	Regular	Regular Commu nity Band	Student	Sponsor	Retired	Virtual	TOTAL
15	4	9	265	1	39	11	5	32	380

TOTAL: 381

Discussion Items for the Board

Solutions for Virtual Membership

Standard Report

Actions Undertaken Since the Previous Meeting

Meeting happened to discuss Virtual membership with a small committee. Possible solutions based on that meeting;

- phase out virtual membership and remove during the next AGM
 - set up a once a year virtual event specifically aimed at attracting and engaging members and new members from outside the usual OBA event areas
 - purchase 2 or 3 streaming kits to actually record and/or live stream our current events
-

Actions to be Undertaken by the Director

Continue discussion on virtual membership and present a recommendation

Actions to be Undertaken by the Board

Board Meeting
Monday June 17 2024



Director's Report

York Beginning Band Symposium

Hugh Corbett

Submit in electronic format to the SECRETARY by Saturday June 15 2024.

<i>Event Date:</i>	September 28, 2024
<i>(next milestone)</i>	

Discussion Items for the Board

How to update JotForm data

Who is the contact financial questions, credit card to book accomodations

Standard Report

Actions Undertaken Since the Previous Meeting

Dates have been confirmed: Friday September 27(school visits), Saturday September 28(BBS)

Location has been confirmed: York University

Lab band has been confirmed: Castlemore Concert Band - Elizabeth Colley

Clinician has been confirmed: Darrell Chrisp

Clinician has made travel arrangements

OBA BBS website: 2024 information has been updated

BBS 2024 flyer has been created

Actions to be Undertaken by the Director

Update the Jotform information for registration

Send flyer through summer MMI

Email flyer and registration link to OBA membership, school board contacts

Book clinician accommodation(2 nights: Thursday September 27-Saturday September 28, 2024)

Actions to be Undertaken by the Board

Board Meeting
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Director's Report

Western Intermediate Honour Band

Matthew Rodnick

Submit in electronic format to the SECRETARY by Saturday June 15 2024.

<i>Event Date:</i>	October 11 – 12, 2023
<i>(next milestone)</i>	

Discussion Items for the Board

Standard Report

Actions Undertaken Since the Previous Meeting

- Registration for the 2024 band is now live. We are piloting a June registration this year as opposed to September. Seems to be very successful so far with already over 170 students recommended by their teachers. Our hope is that students will have something to look forward to over the summer and that earlier registration will allow them more time to practice their music and feel more confident when the event happens.
- Once again will feature two different bands: a Grade 8 and 9 band, and an 11/12 Band.
- This year we have a cap for each instrument type to keep the ensemble relatively balanced.
- Purchased sheet music.
- Updated website
- Emailed past participants

Actions to be Undertaken by the Director

- Distribute sheet music
- Continue to monitor registrations.

Actions to be Undertaken by the Board

Board Meeting
Monday June 17 2024



Director's Report

Provincial Honour Band

Alicia Kennedy

Submit in electronic format to the SECRETARY by Saturday June 15 2024.

<i>Event Date:</i>	Nov 6 – 9, 2024
<i>(next milestone)</i>	July 12 2024 – Recall Auditions Due

Discussion Items for the Board

NIL

Standard Report

Actions Undertaken Since the Previous Meeting

- Ran successful audition listening session – this year we received a record number of auditions, at 170, and have currently admitted 76 to this year's band. We are recalling for piccolo, bass trombone, euphonium, and percussion.
- Thank you to all the board members who were able to help with the auditions: Steffan, Jessica, Pratik, and Matt R. – I appreciate the time you took to be there!
- Sent out response emails and am in the process of sending out feedback to those who request it
- Reached out to Teri Fowler at Aurora HS to see if they wanted to host our school concert this year – have not heard back yet
- Kept in touch with Dr. Jacquie Dawson with any necessary logistics – she has repertoire selection underway!

Actions to be Undertaken by the Director

- Continue facilitating the recall audition process, including the listening after the July 12 Deadline (I may reach out to you to ask for help!)
 - Follow up with Teri regarding school concert
 - Communicate with Jacquie regarding final repertoire selection and ordering through the summer
-
-

Actions to be Undertaken by the Board

- Let your students know about the recall auditions!

Board Meeting
Monday June 17 2024



Director's Report

Laurier Honour Band

Troy Jones

Submit in electronic format to the SECRETARY by Saturday June 15 2024.

<i>Event Date:</i>	May 2 – 4, 2025
<i>(next milestone)</i>	

Discussion Items for the Board

- Year 10 is coming this year, I would like to start a commission for the 10th anniversary of the band. Ideally, a flex band that we could do as a mass band (elementary and intermediate) at the end of the concert. Looking to hire a Canadian composer.
- Thank you to the Laurier OBA Honour Band Committee (Janet Sunga, Katie Nicholl, Emma Bilger and Cassie Miller) to all the support and help in such a successful event - they are rockstars!
- Colin Clarke conducted the intermediate band and Mary Thornton conducted the elementary band. They two band model was a tremendous success - the concert was awesome, having two bands allowed for less rep needing to made ready for one band and allowed for more development.
- Movement between bands (going from full rehearsal to sectionals was seamless) - with 172 student musicians over 2 bands - I believe this is proof of concept and is my recommendation for the model for this event moving forward.

Standard Report

Actions Undertaken Since the Previous Meeting

- 9th Annual Laurier / OBA Honour Band was May 3 - 5.
- Had meeting with Laurier to confirm next years dates (May 2 - 4, 2025).
- Executed event
- Processed / submitted all invoices and receipts for event with corresponding paperwork.
- 172 student musicians over 2 bands. Returning **\$1,629.65** in profit - hoping to use this for the commission.
- Full budget attached.

Actions to be Undertaken by the Director

- Begin search for next years conductors (elementary and intermediate)

Actions to be Undertaken by the Board

NIL

2023 / 2024 Laurier / OBA Honour Band

Revenue	2024 Projected	2024 Actual
Registration Fees (\$75 per student)	\$12,900.00	\$12,900.00
Concert Donations		\$890.00
Folder Purchases	\$1,200.00	\$1,200.00
LCMC Sponsorship		
L&M Sponsorship	\$500.00	\$500.00
Other Sponsorship		
Total Revenue	\$14,600.00	\$15,490.00
Expenses		
Conductor (\$400 / band)	\$800.00	\$800.00
Conductor Expenses	\$0.00	\$0.00
Advertising/Printing	\$250.00	\$242.28
Committee Expenses (Meals, Miscellaneous)	\$700.00	\$809.54
Parking - WLU	\$100.00	\$0.00
Gas	\$100.00	
Snacks	\$700.00	\$624.33
Meals For Participants	\$4,630.31	\$4,745.17
T-Shirt Keep-sake	\$1,897.00	\$1,897.00
Hotel	\$1,332.10	\$1,202.22

Laurier Honour Band

/ 3

Music Folder Purchases (Harknett)	\$1,131.92	\$1,188.52
Guest Artist Performer / Section Leaders	\$0.00	\$0.00
Sheet Music (Harknett)	\$535.10	\$535.10
Recital Hall Rental	\$2,210.00	\$1,816.19
OTHER		
Total Expenses	\$14,386.43	\$13,860.35
Total Profit	\$213.57	\$1,629.65

Board Meeting
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POR Report

Communications Co-ordinator

Ari Mohindra

Submit in electronic format to the SECRETARY by Saturday June 15 2024.

Discussion Items for the Board

nil

Standard Report

Actions Undertaken Since the Previous Meeting

- Prepped June MMI
- Continued maintaining social media + website as information has been provided
- Updated our Linktree
- Edited the website on 'mobile view' for readability issues
- Fixed some issues with OPHB jotform
- Prepared draft tax receipt for CRJW HB
-

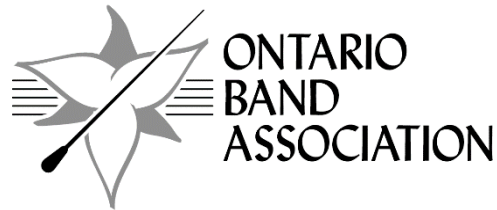
Actions to be Undertaken by the Director

- Continue maintaining social media channels and website
- Continue to support the transition of various communications roles to different portfolios

Actions to be Undertaken by the Board

- If you edit the website, PLEASE make sure to check on mobile view as well as Wix is very good at messing it up and it often needs adjustment with any changes
- Please remember to use your onband emails for external OBA communications. If you don't have an email or have lost access, please contact me
- Continue to share OBA event posts with your personal/professional social media networks and engage with the community FB group

Board Meeting
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Liaison Report

Regional Liaison (North & Near North)

Mitch McIntyre & Mary Thornton

Submit in electronic format to the SECRETARY by Saturday June 15 2024.

Discussion Items for the Board

nil

Standard Report

Actions Undertaken Since the Previous Meeting

For the Near North part of the report, it was decided to postpone the SEF-North until the fall. The items are all in place. The reasons for the postponement are budget of registrants, too much going on in May (i.e. Sudbury Honour Band, band trips to various places, festival entries like MusicFest). We are waiting for the university to develop their timetable so we can structure our needs as well.

The companies that have sent donations have been notified as to the change in plans and they have agreed for us to hang on to the donation they made and trust that it will have in the fall.

We will avoid the months of Jan, Feb. March due to weather restrictions in Northern Ontario. The festival will happen.

Actions to be Undertaken by the Director

nil

Actions to be Undertaken by the Board

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Liaison Report

Regional Liaison (East)

Cynthia Yuschyshyn

Submit in electronic format to the SECRETARY by Saturday June 15 2024.

Discussion Items for the Board

“nil”

Standard Report

Actions Undertaken Since the Previous Meeting

The Regional Band festival in Cornwall was a huge success with bands from Seaway, Irquois and Brockville participating when the Cornwall Kiwanis music festival folded.

Programs in the area continue to expand and more clinics are happening in the rural areas.

Congratulations to the solid showings at Nationals by Simone and her program.

Plans are underway to help resurrect more of the intermediate programs that collapsed in the rural areas during the pandemic.

Continuing to promote the OBA through social media.

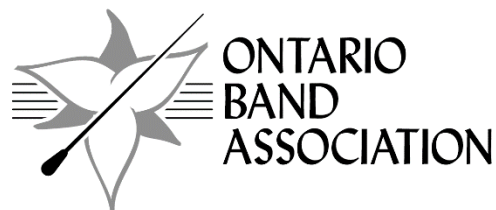
Actions to be Undertaken by the Director

< Nil >

Actions to be Undertaken by the Board

NIL

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Liaison Report

Regional Liaison (Golden Horseshoe)

Alecia Blackman

Submit in electronic format to the SECRETARY by Saturday June 15 2024.

Discussion Items for the Board

<NIL

Standard Report

Actions Undertaken Since the Previous Meeting

Met with other members of the GHMF to discuss next steps in our planning process:

- venue configurations/logistics along with timeframe of reading week
 - cost of venue and admission to festival
 - collaborators/partners and logistics of that
 - website management
 - Finding and booking volunteers for festival
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Actions to be Undertaken by the Director

<NIL

Actions to be Undertaken by the Board

<NIL