



**Ontario Band Association Meeting**  
**Saturday June 2, 2012**  
**1pm – Agincourt Collegiate Institute, Toronto, ON**

Voting Board Members Present: Sarah Arcand – Past-President (Skype); Mark Caswell – Concert Band Festival; Tony Gomes – President; Scott Harrison – Honour Band; Andria Kilbride – Beginning Band/President-Elect; Mark Kissel – Secretary; Colleen Richardson – University Liaison (Skype)

Regrets: Heather Aitken – Membership; Chris Dickson – Development (Skype); Donna Dupuy – Treasurer; Pratik Gandhi – Web Maestro; Allan Gaumond – Jazz Symposium; Kaylee Burnett Longman – Concert Band Festival Assistant; Dave Gueulette – Ottawa Symposium; Chris Reesor – Industry; Lynn Tucker – Chamber Music Festival

Guest: Daniel Hasznos

**1. Call to Order**

Gomes called the meeting to order at 1:58pm

**2. Adoption of the Agenda**

The agenda was previously circulated by Kissel.

Kilbride asked to move the University Liaison, Past President, and Concert Band reports to before the Executive Reports due to time restraints.

**Motion to accept the June 2, 2012 Ontario Band Association Board of Directors meeting agenda as amended.**

Moved by Harrison, Seconded by Kilbride

Carried

**3. Ratification of Minutes April 12, 2012**

The minutes from April 12, 2012 meeting was previously circulated by Kissel.

**Motion to approve Board of Director meeting minutes of April 12, 2012**

Moved by Kilbride, seconded by Gomes

Carried

**4. Ratification of Minutes May 2, 2012**

The minutes from May 2, 2012 meeting was previously circulated by Kissel.

**Motion to approve Executive meeting minutes of May 2, 2012**

Moved by Arcand, seconded by Kilbride

Carried

**5. Announcements**

Harrison said that honour band is full. Over 100 auditions and the band will be somewhere between 65-70. Thanks to the 7 people who came this morning for the Honour Band Committee.

## **6. Amended Directors Reports**

### **a. University Liaison – Richardson**

Richardson announced that Western will not be hosting a symposium next year. She continued that the same people come to what is presented each year. The dean would like to take a year off as they are pursuing other avenues within the community and pursuing other priorities. Richardson stated that the need exists to shake things up a bit and perhaps in the future we will come up with something.

Richardson would also like to remind students about opportunities to attend the Interprovincial Music Camp at Camp Manitou outside of McKeller, ON.

Regarding the article for the Canadian Winds magazine, Richardson is in talks with the Thames Valley District School Board regarding music programs in the region. Still is trying to figure out the cooperation piece between the board and the OBA.

Gomes asked Richardson to contact Canadian Winds to update them directly. Richardson will do this.

Gomes asked about what else we may offer in terms of symposiums and partnerships between post-secondary institutions. Richardson stated that she would percolate on it and report back in September.

Caswell took issue with our lack of focus on our membership. Richardson was adamant that we focus on quality offerings rather than increasing our membership. Caswell disagreed that we need to expand our message outside of the Greater Toronto Area.

### **b. Past President - Arcand**

Beyond what is there in her report, July 1<sup>st</sup> is the absolute deadline for the Trillium application. She will be e-mailing out to the board necessary information to gather in a timely fashion. She asked that we respect the deadlines that she puts forward.

Kilbride asked how many letters of reference have been received. Arcand replied that twelve have been received thus far and she is not searching for more.

Arcand has sent out drafts of the proposal to Kilbride and Gomes for review.

Caswell asked what our chances are. Arcand stated that the feedback has been pleasant from the Trillium committee but she doesn't count on that for anything.

Caswell asked about the Trillium application and aspects of it specifically for the Concert Band Festival. Arcand said that the application was a regional proposal in the York-Simcoe area that asks for \$165,000 over 3 years. The first year is \$45,000: \$30,000 for an employee salary with performance bonuses and \$15,000 for other needs and expansion opportunities.

Gomes summarized that we may not be able to count on this money for the 2013 festival. Arcand discussed the specifics for the grant application and where the money is going to be delivered to. Some of the numbers include \$5,000 for the Concert Band Festival and a new Beginning Band Symposium in Simcoe. Arcand will resend the draft application this evening and will invite a review of what has taken place to the entire board of directors.

**c. Concert Band Festival**

Caswell stated that at the 2012 festival we had 164 bands and 15 bands on the waiting list. He continued that we have a solid reputation amongst directors and adjudicators. Right now what the issue is is strictly a money issue with the venue at Le Parc in Markham where it has been hosted from its inception. The price is \$27,500 for the festival for 2013, down from the original price of \$33,500 but up from \$23,000 from 2012.

Caswell mentioned that Kilbride and Arcand talked to him personally about having two different festivals in the Le Parc venue over four days fitting in 160 bands. Caswell likes the idea of having a festival within a festival. This would chop \$5,000 off of the cost of the hall by eliminating the Friday of the festival. This is due to a PD day on the Friday now for both the York Region District School Board and the Toronto District School Board.

Caswell asked if we may reclaim the HST for charities on the cost of the hall from a hint from the owners of Le Parc. Kilbride replied that she thinks we do not meet the threshold to do this. We are small as considered as a charity. We cannot charge HST nor can we claim it back. Kilbride recommended that our Treasurer gets involved in this discussion. Richardson asked if it's going to be a four day event instead of a five day event. Caswell stated that this is what's going to happen. We will be saving roughly \$7,500 for cutting one day considering the hall price, hotels, flights and adjudicator fees, amongst other costs.

Caswell updated us on the monies situation. There are two different accounts – the OBA general account and the Concert Band Festival account. The Concert Band Festival account owes the main OBA account \$10,500. Kilbride said that we are in financial dire straits because of this as there is no money on either end.

Arcand asked if we forgive the amount owed to the general account, would we be OK? Caswell answered that we essentially would for this year.

Caswell reiterated that we will have to forgo the Friday due to PD day commitments and that the director social will have to be looked at as well.

Richardson stated that the OBA festival cannot be lost and that if we need to move the festival, then so be it. She suggested that perhaps raising the fees to help offsetting the costs.

Arcand left the meeting at 2:42pm. Quorum was still met.

Caswell will think about raising the registration fee to \$300 for 2013 on advice from Richardson. It is currently \$285 for 2012. This will bring in an additional \$2,400 for the 2013 festival.

Gomes suggested that the board takes on some of the sponsorship responsibilities into order to further cut the costs by \$5000.

Richardson stated that we could offer adjudicators \$450 instead of \$500 as it currently is. This would save the festival \$500.

Kilbride asked about switching hotels to save money. She suggested that we if we move from the Holiday in at approximately \$110 per night to the Monte Carlo Inn at \$68, we would save approximately \$1,000 for the festival. Caswell mentioned then we would need to attain a shuttle service or rent cars which may heighten the price. Gomes wants us to research hotels. Harrison volunteered to look into it.

Kilbride asked Caswell to apply for a credit card for the festival account with Scotia Bank. He will do this at his earliest opportunity.

Richardson commented that we may be having a philosophical rift right now regarding what is best for the OBA and for the festival. We need to decide what we are doing.

## **7. Executive Reports**

### **a) President – Gomes**

Please see submitted report for more information.

Gomes reminded the Board about the Long & McQuade golf tournament July 5<sup>th</sup> in Port Perry. He will be attending along with Kilbride.

Gomes eluded to the meeting of the Executive on May 2<sup>nd</sup>, 2012 with Catherine Motz, a consultant who has been brought on board to work with the OBA. We need to set a date to get going on having our visioning and mission statement planning as well as long-term planning.

Gomes suggested a Friday in July. Kissel suggested submitting no-go dates for July as many people have commitments. Harrison mentioned that July 30<sup>th</sup> and 31<sup>st</sup> are also in July and are not Fridays.

Caswell stated that he does not see the necessity as long-term visioning has been on the books since the formation of the OBA and that long-term planning has always been at the fore of everything the OBA accomplishes.

Gomes wants everyone's dates by June 8, 2012 for a July meeting.

Gomes would like to have pictures and bios on line for us as soon as possible. Gandhi would like to have them submitted to him.

Gomes thanked Harrison for going to the OMEA meeting last week.

### **b) President – elect - Kilbride**

Please see submitted report for more information.

Kilbride would like to give Dupuy's uncle a free admission to the OBA/Long & McQuade golf day. It was agreed.

### **c) Treasurer – Dupuy**

Please see submitted report for more information.

Kissel quickly summarized Dupuy's report.

Kilbride stated that we have no extra revenue for the symposiums within our current revenue streams.

Kilbride continued that we need to have an audit done our next financial statements. We have been holding off for many years as we have not had the money. Gomes wishes that the OBA needs to look for a CA that is willing to perform an audit for free given our financial situation. Kilbride suggested that this might be a problem due to the amount of work. We need an audit for the 2011 fiscal year and it has to be post-marked by June 30, 2012.

Caswell stated that we may wish to look into us reverting to not-for-profit status considering charitable status is costing us money at this present time.

Kilbride also mentioned that we also need a lawyer. Gomes asked what we do with a lawyer if we retain one? Kilbride referred to a letter that Dupuy sent along to have a lawyer sign off on paperwork due to legislative changes slated for January 1, 2013.

## **8. Director Reports**

### **a) Beginning Band Symposium – Kilbride**

Please see submitted report for more information.  
Kilbride needs a 2013 clinician. Suggestions are welcome.

### **b) Chamber Music Festival – Tucker**

No report was submitted.

### **c) Development – Dickson**

Please see submitted report for more information.

### **d) Industry – Reesor**

Please see submitted report for more information.

### **e) Jazz – Gaumond**

Please see submitted report for more information.  
Kilbride said that Dupuy and Gaumond met recently to confirm Appleby College in Oakville as the site of the 2012 Jazz Symposium.

### **f) Membership – Aitken**

Please see submitted report for more information.  
Kissel reiterated that feature articles are needed.

### **g) Ontario Provincial Honour Band – Harrison**

Please see submitted report for more information.  
Harrison thanked everyone who attended the listening session. The Ontario Provincial Honour Band is now complete with 67 participants. Conductor Alain Caus is currently looking for repertoire. Bill Thomas should have the commission completed within the next week.

### **h) York/OBA Wind Conductors Symposium – Gomes**

Please see submitted report for more information.  
Bill Thomas and Gomes have been working on a new model as stated in the report. Both the Toronto Catholic and Public boards are keen to partner up, but issues are up in the air concerning a PD day in February at the current time. More information will be forthcoming soon.

## **9. New Business**

Harrison stated that OMEA is writing a letter to the Ministry of Education concerning the addition of a second year for Faculty of Education training but no additional time for music and the arts. It was decided to hold a vote if and when the issue arises.

## **Other Business**

- a) Gomes will circulate Meeting Dates for next year.
- b) For the end-of year survey, Caswell wishes to have a question about music fees and their impact on festival registration within Ontario. Need input for other boards.

**Adjourn**

<b>Motion to Adjourn</b> Moved by Kilbride, seconded by Gomes	Carried
--	---------

Meeting adjourned at 3:42pm.

---

Tony Gomes, President

---

Mark Kissel, Secretary

**Next Meeting: TBD**



**ONTARIO  
BAND  
ASSOCIATION**

**Ontario Band Association Meeting  
Tuesday June 5, 2012  
7pm – Virtual Executive Meeting**

Voting Board Members Present: Sarah Arcand – Past-President; Donna Dupuy – Treasurer; Tony Gomes – President; Andria Kilbride – President-Elect; Mark Kissel – Secretary

**1. Call to Order**

Gomes called the meeting to order at 7:00pm

**2. Adoption of the Agenda**

The agenda was previously circulated by Kissel.

<p><b>Motion to accept the June 5, 2012 Ontario Band Association Executive meeting agenda</b> Moved by Dupuy, Seconded by Gomes <span style="float: right;">Carried</span></p>
--

**3. Audit - Dupuy**

Dupuy quoted from a letter given to the Ontario Band Association that reviews our Information Return that states:

“The Ontario Corporations Act (the "OCA") is the Act under which the Ontario Band Association was incorporated. The OCA currently requires corporations with revenues in excess of \$100,000 to have a financial statement audit completed each year. The OBA's revenues for the fiscal year ended December 31, 2010 exceeded \$100,000, making these audit rules applicable to the 2010 fiscal year. However, the financial statements filed with the Form T3010 were internally produced and unaudited. In my experience, I have yet to see enforcement of this requirement by the Ministry of Government Services. However, should the Ministry issue an order to comply with the OCA, failure to do so could result in a revocation of the OBA's Charter. Going forward, I understand that the Board of Directors does not anticipate revenues exceeding \$100,000 per annum. Accordingly, the financial statement audit requirement is not expected to pose an issue in the future. In any event, I do recommend that you consider having the OBA's year-end financial statements prepared by a professional accountant. I or one of my colleagues can be of assistance in this regard should you decide to go this route.

You should also note that the audit requirement is being revised, but the new legislation is not expected to be in place until sometime in 2012. The draft legislation states that, if revenues are less than \$100,000, the "members" (which under this revised legislation would not just be the Board of Directors, but the actual members of the organization) could pass an extraordinary resolution (need at least 80% of the members' votes at a special meeting) to waive the requirement for an audit of the financial statements. Similarly, if the revenues are between \$100,000 and \$500,000, the members could, in the manner just described, pass a resolution to waive the audit requirement and instead have a Review Engagement completed for their financial statements. Should revenues exceed \$500,000, the OBA will have no choice under the revised legislation, but to have their financial statements audited.”

Dupuy stated that a full audit would cost in the neighborhood of \$2000 - \$3000 by a certified Chartered Accountant. We would be hard pressed to accommodate this in our current financial

position. Our plan to allocate \$1 from each membership to a contingency fund for this purpose has yielded less than \$500 so far.

<p><b>Motion that the Ontario Band Association approve internally produced and unaudited financial statements be used to prepare and submit the 2011 information return. The OBA further agrees that should the Canadian Revenue Agency request that an audit be completed for the 2011 Information Return, it shall be completed immediately.</b></p> <p>Moved by Dupuy, Seconded by Kilbride</p>	Carried
--	---------

4. **Adjourn**

<p><b>Motion to Adjourn</b></p> <p>Moved by Arcand, seconded by Gomes</p>	Carried
---	---------

Meeting adjourned at 7:10pm.

---

Tony Gomes, President

---

Mark Kissel, Secretary

**Next Meeting: TBA**