



Minutes of the Twelfth Meeting of the
Board of the Ontario Band Association
Thursday, October 8, 2015
7pm at Appleby College

Present

Andria Kilbride	President
Scott Harrison	President-Elect, OPHB
Steffan Brunette	Secretary
Donna Dupuy	Treasurer
Tony Gomes	Past-President, York-OBA WCS
Sarah Arcand	Simcoe Band Symposium, Donations
Lisa Barth	BBS, <i>via Skype</i>
Bryan Brewda	Membership
Mark Caswell	Concert Band Festival, <i>via phone</i>
Colleen Richardson	University Liaison, <i>via Skype</i>
Lynn Tucker	Chamber Music Festival, <i>via Skype</i>
Arjun Birdi	Webmaster, <i>via phone</i>
Troy Jones	Member
Abel Borg	Member

Regrets

Chris Dickson	Wind Band Composition
Lani Sommers	Newsletter Editor
Chris Reesor	Industry

1. Call to Order

Kilbride called the meeting to order at 7:05pm.

2. Adoption of the Agenda

Motion to adopt the agenda.

Moved by *Brewda*. Seconded by *Harrison*. Motion carried.

3. Ratification of the Minutes of the Meeting of the Board of September 9.

Motion to ratify the minutes.

Moved by *Arcand*. Seconded by *Brewda*. Motion carried.

4. Summary of Action Items

from April 14:

___ [7g.1] for *Dupuy*: submit invoice to Yamaha for \$10,000 annual donation; resolved.

from June 6:

___ [8a] for *Arcand*: add GIA as a sponsor for the Beginning Band Symposium; resolved.

from September 9:

___ [7a] for the *Board*: assist with promoting the Simcoe Band Symposium; resolved.

___ [8a.1] for *Dupuy*: send the invoices to St. John's and Harknett Music; resolved.

___ [8a.2] for *Kilbride*: send Barth a sample contract for clinicians; resolved.

___ [8c.1] for *Dupuy*: which year's statements will be audited? **2015**. resolved.

___ [8c.2] for *Dupuy*: can the Board provide a product in exchange for a donation? **No**. Resolved.

___ [8e] for *Brewda*: please include a membership breakdown in submitted reports. Resolved.

___ [8i] for *Caswell*: bring in a model Letter of Agreement; resolved.

___ [9b] for *Arcand, Richardson, Gomes, Dickson*: contact Secretary & President regarding your intentions in standing for your position at the AGM elections; resolved.

5. Announcements

Kilbride congratulated *Tucker* for receiving a leadership award at the CMEA conference. Excellence in Leadership

Kilbride welcomed Troy & Abel.

6. Reports from the Executive

(a) President

see attached report

Harrison thanked *Kilbride* for organizing and co-ordinating the visit by Jodie Blackshaw.

(b) President-Elect

see attached report

(c) Treasurer

see attached report

US Exchange rate is better for amounts over \$1000. If a clinician requires multiple reimbursements, consider a single reimbursement if it will gain a better exchange rate.

Expense reports should go directly to the Treasurer. A further discussion needs to be held on expenses, and a possible expenses cap.

The OPHB is using a system of pre-paid credit cards to handle individual expenses.

PayPal has become a reputable system for accepting and transferring fees. However, there are complications with budget lines.

ACTION ITEM [6c]

for *Caswell*: send copy of the adjudicator contracts to *Dupuy*.

We could put \$10,000 aside into a GIC and earn some interest on the amount.

Harrison thanked *Dupuy* for her work.

(d) Secretary

see attached report

(e) Past-President

no report submitted

There is nothing to report.

7. Reports from Positions of Responsibility

(a) Simcoe Band Symposium (Arcand)

see attached report.

The event has been cancelled.

There is no financial commitment to Trillium to run the event, but our Trillium plan included the event. There will need to be an amendment to our Trillium letter. There will be an attempt to run some kind of event in Simcoe to satisfy our commitment to the region.

(b) Newsletter (Sommers)

No report submitted.

(c) Webmaestro (Birdi)

No report submitted.

Photos and the slideshow display will be ready by November 1.

A number of website changes will be forthcoming.

(d) Chamber Music Festival (Tucker)

see attached report.

There is now confirmation for space at the UTSC campus.

(e) Eastern Ontario Elementary Honour Band (Sommers)

No report submitted.

8. Reports from Directors

(a) Ontario Provincial Honour Band (Harrison)

see attached report

One member had to be removed because she dropped out of music prior to the Honour Band, and a requirement is to be a member of the school's music program. A replacement has been found.

The OPHB will help subsidize the cost of the IMC shirts that were more expensive than IMC had anticipated.

(b) Donations (Arcand)

see attached report

(c) Industry (Reesor)

see attached report

There has been better representation of the Board at the golf tournament, and this past year was a challenge to everyone's schedule. Certain Board members would like to have more notice on the date to allow for better scheduling.

The main benefit of this event to the OBA has been to maintain a working relationship with Long & McQuade.

(d) Membership (Brewda)

see attached report

(e) University Liaison (Richardson)

No report submitted.

There is a new Music Ed chair at Western, and a new president for the MESA. There may be an opportunity for the OBA to present a clinic at a symposium run by the student group on January 16. This will be attended by Western and Laurier students.

Harrison and Caswell might be interested in preparing a clinic.

ACTION ITEM [8f]

for *Harrison*: to discuss the possibility of a clinic with *Caswell*, and coordinate with *Richardson*.

(f) Concert Band Festival (Caswell)

see attached report

There are 10 registrations so far. A number of adjudicators are eager to return to our festival.

We are looking to proceed to an on-line registration system, followed by the cheque.

The ETFO labour situation is a worry. We can get information out to the elementary panel that registrations can be accepted, but cheques will not be cashed until the situation gets resolved.

(g) York Wind Conductors' Symposium (Gomes)

see attached report

Dale Lonis will probably drive to the symposium, which will save some money in transportation. He may want to dedicate some of his time to working with community bands. The OBA will organize everything for the Friday and Saturday portion of the event, and has no issues with him doing other activities which have no financial impact on us.

(h) Wind Band Composition (Dickson)

see attached report

MOTION

That the Board of Directors of the OBA accept, with regret, the resignation of Chris Dickson from the position of Director of the Wind Band Composition Project.

Moved by *Harrison*. Seconded by *Brewda*.

None opposed. **Motion carried.**

Kilbride thanked *Dickson* for his vision and years of service to the OBA, and wishes him good luck on future endeavours.

Kilbride has contacted Matthew Fava on our intention to continue with the project in the future. A vacant position will be posted for the AGM, unless a nomination is forthcoming.

(i) GTA Beginning Band Symposium (Barth)

see attached report

Kilbride congratulated *Barth* on her first symposium.

Vendors were indicating that there was very little business done at the tables. This is an important consideration for the vendors.

It might be worthwhile to consider fewer pieces in the reading session.

ACTION ITEM [8a]

for Brunette: to send invoice for the bus to Dupuy.

Barth thanked *Kilbride* for all of her support.

9. Business from Previous Meetings

(a) Amendments

Additional amendments were proposed to deal with eligibility requirements for the President and President-Elect, as well as to re-define the nature of the Corporate Membership.

MOTION

That the Board of Directors endorse the proposed amendments to the Bylaws, and recommend to the membership of the OBA that the amendments be adopted.

Moved by *Gomes*. Seconded by *Dupuy*.

None opposed. **Motion carried.**

(b) Elections

With the exception of the Director of the Wind Band Composition Project, all current Executive and Directors were nominated to continue in their roles.

Donna Dupuy was nominated for Treasurer by *Caswell*.

Steffan Brunette was nominated for Secretary by *Harrison*.

Scott Harrison was nominated as Director of the OPHB by *Gomes*.

Sarah Arcand was nominated as Director of Donations by *Brewda*.

Chris Reesor was nominated as Director of Industry by *Dupuy*.

Brian Brewda was nominated as Director of Membership by *Kilbride*.

Colleen Richardson was nominated as Director/University Liaison by *Arcand*.

Mark Caswell was nominated as Director of the Concert Band Festival by *Dupuy*.

Tony Gomes was nominated as Director of the York Conducting Symposium by *Harrison*.

Lisa Barth was nominated as Director of the Beginning Band Symposium by *Kilbride*.

In the vacant position of Director of the Wind Band Composition Project, *Abel Borg* was nominated by *Harrison*.

In the vacant position of President-Elect, *Sarah Arcand* was nominated by *Harrison*.

10. New Business

(a) Designer Position

Harrison

Liam is no longer serving the OBA in this role. He will invoice the OBA for work completed.

We are looking for someone to take this role.

(b) London, Ontario Feedback

Harrison

Some criticism from Thames Valley has been received about a perceived lack of attention from the OBA to their area. A further discussion was held by *Richardson* with the interested parties, and this may lead to further efforts by the OBA to engage teachers in that area.

11. Adjournment

Motion to adjourn the meeting.

Moved by *Gomes* . Seconded by *Arcand*. Motion carried.

The meeting adjourned at 9:30pm

The next meeting is the AGM on November 6 at 11:30am.

SUMMARY OF ATTACHMENTS

1. Agenda
2. Summary of Reports
 - 2.1 President
 - 2.2 President-Elect
 - 2.3 Treasurer
 - 2.4 Secretary
 - 2.5 Simcoe Band Symposium
 - 2.6 Chamber Music Festival
 - 2.7 Ontario Provincial Honour Band
 - 2.8 Donations
 - 2.9 Membership
 - 2.10 Concert Band Festival
 - 2.11 York Wind Conductors' Symposium
 - 2.12 Wind Band Composition
 - 2.13 GTA Beginning Band Symposium
3. Bylaw Amendments, as endorsed by the Board

SUMMARY OF ACTION ITEMS

OUTSTANDING ITEMS FROM PREVIOUS MEETINGS

nil.

ACTION ITEMS FROM THIS MEETING

ACTION ITEM [6c]

for *Caswell*: send copy of the adjudicator contracts to *Dupuy*.

ACTION ITEM [8f]

for *Harrison*: to discuss the possibility of a clinic with *Caswell*, and coordinate with *Richardson*.

ACTION ITEM [8a]

for *Brunette*: to send invoice for the bus to *Dupuy*.



Agenda of the 12th Meeting of the
2013-2015 Board of Directors
Thursday, October 8, 2015
7pm at Appleby College

1. Call to Order: *Quorum is eight voting positions.*
2. Adoption of Agenda
3. Ratification of the Minutes of the Eleventh Meeting of the Board of Directors of Sept. 9.
4. Summary of Action Items from Previous Meetings
 - from April 14:
 - ___ [7g.1] for *Dupuy*: submit invoice to Yamaha for \$10,000 annual donation; unresolved
 - from June 6:
 - ___ [8a] for *Arcand*: add GIA as a sponsor for the Beginning Band Symposium; unresolved.
 - from September 9:
 - ___ [7a] for the *Board*: assist with promoting the Simcoe Band Symposium
 - ___ [8a.1] for *Dupuy*: send the invoices to St. John's and Harknett Music
 - ___ [8a.2] for *Kilbride*: send Barth a sample contract for clinicians
 - ___ [8c.1] for *Dupuy*: which year's statements will be audited?
 - ___ [8c.2] for *Dupuy*: can the Board provide a product in exchange for a donation?
 - ___ [8e] for *Brewda*: please include a membership breakdown in submitted reports.
 - ___ [8i] for *Caswell*: bring in a model Letter of Agreement.
 - ___ [9b] for *Arcand, Richardson, Gomes, Dickson*: contact Secretary & President regarding your intentions in standing for your position at the AGM elections.
5. Announcements
6. Reports from the Executive

(a) President	<i>Kilbride</i>	
(b) President-Elect	<i>Harrison</i>	
(c) Treasurer	<i>Dupuy</i>	
(d) Secretary	<i>Brunette</i>	
(e) Past-President	<i>Gomes</i>	no report submitted
7. Reports from Positions of Responsibility

(a) Simcoe Band Symposium	<i>Arcand</i>	
(b) Newsletter	<i>Sommers</i>	no report submitted
(c) Webmaestro	<i>Birdi</i>	no report submitted
(d) Chamber Music Festival	<i>Tucker</i>	
(e) Eastern Ontario Elementary Honour Band	<i>Sommers</i>	no report submitted
8. Reports from Directors

(a) Provincial Honour Band	<i>Harrison</i>	
(b) Donations	<i>Arcand</i>	
(c) Industry	<i>Reesor</i>	
(d) Membership	<i>Brewda</i>	
(e) University Liaison	<i>Richardson</i>	nil report
(f) Concert Band Festival	<i>Caswell</i>	
(g) York Wind Conductors' Symposium	<i>Gomes</i>	no report submitted
(h) Wind Band Composition	<i>Dickson</i>	
(i) GTA Beginning Band Symposium	<i>Barth</i>	

AGENDA: OCTOBER 8, 2015

- 9. Business from Previous Meetings
 - (a) November 2015 Election Year *Brunette*
 - Vacant positions
 - President-Elect
 - Director, Wind Band Composition Project
 - (b) Amendements to the Bylaws *Brunette*
- 10. New Business
 - (a) Designer Position *Harrison*
 - (b) London, Ontario: Feedback *Harrison*
- 11. Adjournment



Executive Report

President

Andria Kilbride

Thursday, October 8 / 7pm at Appleby College

Submit in electronic format to the SECRETARY by TUESDAY, October 6.

Activities since last report:

Jodie Blackshaw tour complete!!!!!!!!!!!!!! Too many things to list were accomplished in the last month.

Edited draft of the member donations letter created by Lisa D.

Posted and catalogued over 200 old OBA photos dating back to 2002. Arjun will post on website

Reviewed Bylaw amendments (Thanks again Steffan)

Met with Chris Dickson to discuss the future of the Composition Project

Action Items pertaining to this report for Director:

Prepare for AGM with Brunette and Harrison

Sarah, Lisa B, Tony - Please make a list of your symposium clinicians by year

Scott– please make a list of past honour band conductors by year

Mark – please make a list of past adjudicators by year

Action Items pertaining to this report for Board:

Thank to you everyone who contributed to the success of the Blackshaw tour. The tour and BBS were a great success. Well done Lisa Barth on your first event!

February 2016 meeting - new date?

Thank you everyone for your support and encouragement over the past 2 years. It has been a pleasure being your President. ☺



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Executive Report

President-Elect

Scott Harrison

Thursday, October 8 / 7pm at Appleby College

Submit in electronic format to the SECRETARY by TUESDAY, October 6.

Activities since last report:

Dismissed our designer from his duties. He was very understanding, and offered for his work to be gratis, but we will be paying him what he is due for the work he did. He sent an invoice, Donna to pay.

I will be at the AGM on Friday, November 6th.

Action Items pertaining to this report for Director:

Attend the AGM

Action Items pertaining to this report for Board:

n/a



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Executive Report

Treasurer

Donna Dupuy

Thursday, October 8 / 7pm at Appleby College

Submit in electronic format to the SECRETARY by TUESDAY, October 6.

Activities since last report:

Reconciled all PayPal accounts from July 2014 through June 2015
Deposits, Checks, Invoices
Completed Yamaha Invoice

2015 YTD Revenue and Expenses

Opening Balance (as at January 1, 2015)		\$83,135.89
Revenue (as at 5 October 2015)	\$84,034.38	
Expenses (as at 5 October 2015)	-\$131,103.66	
	-\$47,069.28	
Current Cash in Bank		\$36,438.35

Action Items pertaining to this report for Director:

HST Rebate Paperwork
Deposits, Check, Invoices

Action Items pertaining to this report for Board:

In response to questions at last meeting

Why are expenses so high?

– registration for CBF 2015 is included in the Balance Forward. All expenses for CBF 2015 are included in YTD Expenses.

- expenses are almost to the dollar when compared to 2014

Clinician Expenses – travel to airport from home – this has been abused in the past – toll roads, late submissions of expenses that require additional US Draft fees. If the Director of an event were to authorize these costs (as with any variance from the expense policy) – it would be allowed.

Please keep in mind that we are paying upwards of 32 cents on the dollar for USD and there is a \$7.50 draft fee for every payment.

Encourage clinicians to submit expenses all at once and directly to the treasurer using the expense report form. Alternatively, we offer a straight per diem and expense only in CDN\$.
Suggestions?



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Executive Report

Secretary

Steffan Brunette

Thursday, October 8 / 7pm at Appleby College

Submit in electronic format to the SECRETARY by TUESDAY, October 6.

Activities since last report:

Compiled the Bylaw amendments into a series of motions for voting, and will present the document for final approval at the October Board meeting.

Action Items pertaining to this report for Director:

Prepare all necessary documents for the AGM in conjunction with Kilbride and Harrison.

Action Items pertaining to this report for Board:

Please submit your AGM reports in a timely manner so all printed material can be prepared ahead of time! All AGM reports to be submitted to the Secretary by midnight, November 1. Report templates will be available soon for your writing pleasure.



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POR Report

Simcoe Band Symposium

Sarah Arcand

Thursday, October 8 / 7pm at Appleby College

Submit in electronic format to the SECRETARY by TUESDAY, October 6.

Activities since last report:

Second mailout to all YRDSB and YRCDSB schools
Second mailout out to all SCDSB and SCCDSB schools
Email mailing to all membership and last year's attendees.
Postcards distributed to GTA BBS attendees
Online registration active
Permit confirmed.

***only 2 registrations. We will be cancelling the event if we not have more then 8 registrations by October the 8th.

Action Items pertaining to this report for Director:

If cancelling – rebook date for Simcoe teachers to have a one day clinician , get permit money back, cancel hotel, spread the word to membership and apply to Trillium Foundation for an adjustment to our Letter A

If not cancelling – book food.

Action Items pertaining to this report for Board:

Thank you to Colleen for being so flexible with the possible cancellation.

Donna – how do we refund the 2 online registrations? They're both in York so I can get a cheque to them however, need a cheque.....



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POR Report

Chamber Music Festival

Lynn Tucker

Thursday, October 8 / 7pm at Appleby College

Submit in electronic format to the SECRETARY by TUESDAY, October 6.

Activities since last report:

Met with Julie Witt to update her on new OBA finance codes.

Action Items pertaining to this report for Director:

Book meeting with Julie and new CMF student hire before Nov AGM.

Action Items pertaining to this report for Board:

Communications timeline and strategy.



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Director's Report

Provincial Honour Band

Scott Harrison

Thursday, October 8 / 7pm at Appleby College

Submit in electronic format to the SECRETARY by TUESDAY, October 6.

Activities since last report:

Confirmed design of three post card designs:

OPHB

EOEHB

OBA/Laurier

Will mail out EOEHB and OBA/Laurier cards

OPHB cards to be mailed to NON-member schools (if I get a mailing list together)

Elementary post cards should be online – requested and sent to Arjun on October 3rd.

All three cards will be OMEA Conference

OPHB – 1 month to go

Confirm ALL bookings

We have paid most invoices in full since there will be no change in numbers

IMC subsidising long-sleeved tshirts for the band – very appreciated – it was Anne Fleming-Read's idea in the first place. IMC has been very good to us recently.

Have to take of all last minute things...

Action Items pertaining to this report for Director:

Confirm ALL bookings

Mail out EOEHB/OBA Laurier Cards

Action Items pertaining to this report for Board:

Please try your best to be at the OPHB performance on November 7th. Your support is appreciated!



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Director's Report

Donations

Sarah Arcand

Thursday, October 8 / 7pm at Appleby College

Submit in electronic format to the SECRETARY by TUESDAY, October 6.

Activities since last report:

- *Email donations letters have gone out to existing and past members.
- *Website has been updated to include individual sponsors (thanks Arjun)

Unsuccessful applications

Mary - Margaret Webb Foundation (no)

Pending applications

Joseph Lebovic Charitable Foundation
Sydney and Florence Cooper Foundation
John and Myrna Daniels Foundation
Dan Family Foundation
Barrick Gold Corporation

Action Items pertaining to this report for Director:

- Update OTF Agenda A re: cancellation of Simcoe Symposium
 - Finish and submit final OTF report by December 20th, 2015
-

Action Items pertaining to this report for Board:

Please consider a financial donation to the OBA. Thank you to those of you that already have in the last month.



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Director's Report

Industry

Chris Reesor

Thursday, October 8 / 7pm at Appleby College

Submit in electronic format to the SECRETARY by TUESDAY, October 6.

Activities since last report:

Nothing significant to report. But I do have a question that I suppose falls within this directors AOR. The Golf Tournament with L&M. It was mentioned by Mark Della Torre that he was not impressed with the lack of representation from the OBA board and is curious if we are interested in continuing the relationship. He is quite willing to move forward on his own – especially since he isn't getting any assistance from the OBA to organize the day.

I did assist him with the creation of the give-away bags. And in case anyone is curious, the ball markers/repair kits we paid part of looked incredible. And each golfer got one.

I'm just curious if we want to continue with the partnership. What benefit does the OBA get from this event? Can we possibly get more board members to assist with the organizing of it?

Action Items pertaining to this report for Director:

Action Items pertaining to this report for Board:



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Director's Report

Membership

Bryan Brewda

Thursday, October 8 / 7pm at Appleby College

Submit in electronic format to the SECRETARY by TUESDAY, October 6.

Activities since last report:

- 1) Mass e-mailing to OBA members:
 - Expired or expiring memberships
 - Answering and forwarding all inquiries to the proper board members regarding OBA events
 - September Monthly Musical Interlude sent out to all members (October to be sent out tomorrow!)
- 2) Mass membership e-mailing about the Concert Band Festival
- 3) Continuing our presence on our Twitter and Facebook on current and upcoming events
- 4) Purchased envelopes, postage stamps, and labels and prepared all labels with current and expired members (from Jan 2013 to Present) for mass mailing RE: Concert Band Festival. Used OBA VISA for cashback perk - provided card back to Scott to give to Andria.

Membership Breakdown as of October 5th, 2015

Membership type:

13 Board members

6 Lifetime members (**9 if you include 3 board members who are also lifetime members**)

189 Regular members

4 Regular Community Band members

7 Retired members

46 Student members

11 Sponsors

Total: 276 "Various Type" Members + 68 OPHB Members (1 year membership) = 344 OBA Members

Action Items pertaining to this report for Director:

- 1) Sponsorship Presentation - Should really get to finalizing it - will send to Andria/Sarah for final edits
-
-

Action Items pertaining to this report for Board:

- 1) Andria/Sarah - Check e-mail RE: Sponsorship Presentation final edits



Director's Report

Concert Band Festival

Mark Caswell

Thursday, October 8 / 7pm in Oakville

Submit in electronic format to the SECRETARY by TUESDAY, October 6.

Activities since last report:

Preparation for 2016 festival

Action Items pertaining to this report for Director:

Sort out contract with Le Parc – negotiating with Sandi Chason – looks like the private schools will be happy to book the place for Monday (rehearsals). This would mean a Sunday set-up like always and it would also provide Le Parc with an extra day

Letters and contracts to adjudicators – We have our final six – Colin Clarke, Dennis Beck, Mark Heidel, Calin Hofer, Andy Trachsel and Jason Caslor.

Action Items pertaining to this report for Board:

Information – 6 packages received so far. Very low for this time in the year!

Major Issue – Volunteer staffing – need help with the daytime staffing of festival – I still need to confirm Lisa's kids, Andria's kids and Greg's kids. We have to sort out when & who can do what!

Director's social this year – Friday February 12th



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Director's Report

Wind Band Composition

Tony Gomes

Thursday, October 8 / 7pm at Appleby College

Submit in electronic format to the SECRETARY by TUESDAY, October 6.

Activities since last report:

- (1) Had number of discussions with Dale Lonis to develop the details of the day.

Action Items pertaining to this report for Director:

Discuss with the Board the Friday Student portion of the symposium

Action Items pertaining to this report for Board:

Non



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Director's Report

Wind Band Composition

Chris Dickson

Thursday, October 8 / 7pm at Appleby College

Submit in electronic format to the SECRETARY by TUESDAY, October 6.

Activities since last report:

Discussions have taken place about redistributing the duties of this portfolio.

Action Items pertaining to this report for Director:

This is my last report as I am resigning from the Board.

Action Items pertaining to this report for Board:

Good luck.



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Director's Report

GTA Beginning Band Symposium

Lisa Barth

Thursday, October 8 / 7pm at Appleby College

Submit in electronic format to the SECRETARY by TUESDAY, October 6.

Activities since last report:

- Number of Delegates: TOTAL: 54 – Considering the current position of the elementary panel with job action, I think this was a great number. The break down is as follows:
 - ~ 45 paid, 5 board members, 1 Festival Winner, 1 Honorary Lifetime member, 2 volunteer
 - ~ 11 took advantage of the summer special, 2 walk-in, 27 new/renewing members
- The day ran extremely smooth!! Thank you to those who helped me!!!!
- Finances: I need to meet with Andria to fill in expences around clinician (Flight, accommodations, etc), and the receipt for the cost of the dinner from Saturday. The rest of the report is done.
- Feed back from Delegates was extremely positive – they loved Jodie and welcomed her energy and creative approach to things. The only negatives were around the Reading Session (a few people mentioned they attend one in the summer for free.. so why have it). We need it to maintain our sponsorship, but perhaps we can play around with the format for next year.
- Middlefield Collegiate was great. They had a wonderful workshop on Friday with Jodie, and were such responsive and nice studetns to work with. A few people mentioned that they didn't see the point of the demo band – but this was because of how Jodie decided to run the morning session.
- Thanks to board members: Andria, Scott, Bryan, and Steffan and to Abel for helping out the day of the event.
- Thanks to David and Bryan and ACI for the venue and help!

Action Items pertaining to this report for Director:

- Follow up with Andria regarding Financial report
- Need to get Website updated
- Donna: have we received money from St. John's, Harknett, and TDSB?
- Find a demo band for next year – any suggestions? Or should we wait until Concert Band Festival?
- Write thank you notes
- Michael Keddy (UVic) is booked for next year, need to send him a contract.

Action Items pertaining to this report for Board:

- Nominate me to continue in my position next year ;)

Symposium Name:	Beginning Band Symposium
Symposium Co-ordinator	Lisa Barth/Andria Kilbride
Symposium Date:	Saturday, September 26, 2015

Revenue

Projected

Item			
Balance Forwarded from last year			\$1,366.10
Harknett Sponsorship			\$600.00
St. John's Sponsorship			\$600.00
GIA Publications Sponsorship			\$300.00
Tshirt Donations			
Pre-Registration (new/renewing)	17	\$75.00	\$1,275.00
Pre-Registration (current)	4	\$55.00	\$220.00
Pre-Registration (new student)		\$45.00	\$0.00
Pre-Registration (current student)	1	\$25.00	\$25.00
Summer Special (new/renewing)	8	\$65.00	\$520.00
Summer Special (current)	3	\$45.00	\$135.00
Walk-In (new/renewing)	1	\$75.00	\$75.00
Walk-In (current)			\$0.00
Walk-In (new student)	1	\$75.00	\$75.00
Walk-In (current student/retired)	1	\$25.00	\$25.00
Walk-in (life/time member, helper)	2	\$0.00	\$0.00
TDSB Registrations (10 - no membership)			\$500.00
			\$75.00
Other			\$25.00
Total			\$5,816.10

Donation
TDSB membership renewal

Expenses

Item			
Clinician	Fee and Travel		
	Flight		
	Accommodation		
	Meals		
	Taxi		
Other	Belah Sun Woman for Demo Band		\$141.25
	Paypal Fees		
Equipment	Rental		
	Purchases		
Food	Pizza for Band/volunteers		\$133.54
	Dinner		
	Break snacks and beverages		\$188.05
	Pre-Ordered Meals		\$412.45
Music	Druam Sticks		\$55.37
	Scores for prizes		\$115.20
	Postcards		\$64.41
Administration	Photocopying		\$0.00
	Postage		\$0.00
	Envelopes and Paper		\$0.00
	Misc. Supplies		\$0.00
	Busing for students		\$271.20
	Other		
OBA Membership Fees	26	\$20	\$520.00
			\$ 25.00
Total			\$1,926.47

17.23 Friday lunch

Need to confirm this amount

TDSB add on membership \$25

\$3,889.63

Net

*Amendments to the Bylaws of the Ontario Band Association
Annual General Meeting, November 2015*

The Board of Directors of the Ontario Band Association endorses the following amendments to the Bylaws, and recommends that the general membership accept and approve them through a majority vote at the Annual General Meeting.

Part I: Correction of errors in grammar, spelling and indexing

*Whereas the following changes have no impact on the formation, activities, and purpose of the Ontario Band Association, and whereas the following changes improve or correct the wording and interpretation of the existing Bylaws of the Ontario Band Association, **be it resolved** that these changes be adopted:*

- (i) II.1.i.b) Membership & Fees, Membership, Regular Member
change “a Regular Members” to read “a Regular Member”
- (ii) II.1.v.a) Membership & Fees, Membership, Industry Member
change “whom” to “which”
- (iii) IV.3.ii.a) Elections & Nominations, Nomination of Executive and Director Candidates
change the wording to read:
“Nominations must be made by at least one member as defined in Article II, Section 1 of the Bylaws.”
- (iv) V.3.ii) Meeting of Members, Quorum
change the wording to read:
“Quorum of the Annual General Meeting shall be three (3) percent (%) of the voting members of the OBA as defined in Article II, Section1 of the Bylaws.”
- (v) V.6.vi) Meeting of Members, Meeting of the Executive
change “upon the written petition of at the majority” to “upon the written petition of the majority”
- (vi) VI.2.iv) Executive, Election of the Executive
change “in accordance with Article VI of the Bylaws” to read “in accordance with Article IV of the Bylaws.”
- (vii) VII.2.iv) Board of the Directors, Election of the Board of Directors
change to read

iv) Election for Director positions shall be conducted at the Annual General Meeting in accordance with Article IV of the Bylaws.

- (viii) VII.5) Board of Directors, Responsibilities of Individual Board Members change “Attain” to “Retain” in the following sections under Article VII, Section 5:
 - (i.c) Beginning Band Symposium Director, “Retain clinician(s)...”
 - (ii.c) Concert Band Festival Director, “Retain clinician(s)...”
 - (v.b) Ontario Provincial Honour Band Director, “Retain a conductor...”
 - (vi.c) Ontario Wind Band Composition Director, “Retain sufficient adjudicators...”
 - (viii.c) York University/OBA Wind Conductors’ Symposium Director, “Retain clinician(s)...”
- (ix) VII.5.v) Board of Directors, Responsibilities, Ontario Provincial Honour Band adjust indexing of subsection (v) to remove duplicate (a) indexes, and relabel all items from (a) to (n).
- (x) VII.6) Board of Directors, Duties of Non-Voting Members of the Board of Directors change the section title to “Duties of Positions of Responsibility (ex-officio members)”
- (xi) VII.6.iv.b) Board of Directors, Duties, UTSC/OBA Chamber Music Festival change “Attain” to “Retain”
- (xii) VII.6.iv) Board of Directors, Duties, UTSC/OBA Chamber Music Festival adjust indexing of subsection (iv) to remove duplicate (a) indexes, and relabel all items from (a) to (k).
- (xiii) IX.3) Finances, Fiscal Year change to align with Article I.1.viii to read,

3. Fiscal Year

The fiscal year of the OBA shall commence on January 1 and end on December 31.

Part II: Redefining Memberships

II.1 *Whereas the term “Lifetime Member” better reflects the purpose of granting a membership to a person who has contributed significantly to the OBA, **be it resolved** that*

- (i) Article II, Section 1, subsection (iv) be changed to read:
 - iv) Lifetime Member
 - a) A Lifetime Member is a person who has made a significant contribution to the OBA, and has been recognized through a majority vote of the Executive to have the Lifetime Membership bestowed upon him or her.
 - b) A Lifetime Member pays no Annual Membership Fee.

II.2 *Where as the term “Corporate Member” better reflects the inclusion of the business community, be it resolved that*

- (i) Article II, Section 1, subsection (v) be changed to read:
 - (v) Corporate Member
 - (a) A Corporate Member is a business entity, and membership is recognized in the name of the business or corporation;
 - (b) A Corporate Member pays an Annual Membership Fee as determined in Article II, for which the OBA will permit the Corporate Member to advertise and/or be recognized in OBA publications and events;
 - (c) For the purposes of voting, the Corporate Member may send a representative to cast a vote on behalf of the business entity.

Part III: Creation of a Membership Director

Whereas the role and responsibilities attached to the Membership portfolio are sufficient for the position to receive a vote during meetings of the Board of Directors, be it resolved that the following changes be adopted:

- (i) II.2.ii) Membership & Fees, Annual Membership Fees
change “The OBA Membership Coordinator” to “The OBA Membership Director”
- (ii) III.2) Members of the Board of Directors, Elected Director Members
add item (ix) to read:
“(ix) One (1) Membership”
- (iii) III.3) Members of the Board of Directors, Ex-Officio (Appointed)
delete subsection (iii) “Membership Coordinator” and relabel
UTSC/OBA Chamber Music Festival as subsection (iii),
Web Maestro as subsection (iv), and
York/Simcoe Regional Coordinator as subsection (v).
- (iii) IV.3.i) Elections & Nominations, Nominations of Executive & Director Candidates
change “Membership Coordinator” to “Membership Director”
- (iv) VII.5) Board of Directors, Responsibilities of Individual Board Members
change “Membership Coordinator” to “Membership Director” in the following sections
(i.f) Beginning Band Symposium Director
(ii.e) Concert Band Festival Director
(v.g) Ontario Provincial Honour Band Director
(vi.e) Ontario Wind Band Composition Director
(viii.g) York University/OBA Wind Conductors' Symposium Director

- (v) VII.6) Board of Directors, Duties of Positions of Responsibility
change “Membership Coordinator” to “Membership Director” in the following sections
(iv.e) UTSC/OBA Chamber Music Festival Coordinator
(vi.f) Web Maestro
- (vi) VII.6.iii) Board of Directors, Duties of Positions of Responsibility, Membership
adopt items (a) through (j) inclusive as Article VII, Section 5, Subsection (ix),
“Membership Director”
- (vii) VII.6.ix) Board of Directors, Responsibilities, Membership
add item (k)
“(k) Monitor and supervise forms of electronic communication and social media relevant
to the promotion and activities of the OBA.”
- (viii) VI.6.iii) Executive, Responsibilities of Individual Executive Members, Secretary
delete item (h) (“Social Media”) and relabel items (i) and (j) as (h) and (i) respectfully.
- (viii) VII.6) Board of Directors, Duties of Positions of Responsibility
delete subsection (iii), and relabel
UTSC/OBA Chamber Music Festival Coordinator as subsection (iii), and
Web Maestro as subsection (iv).

Part IV: Removing the Designer Position of Responsibility

*Whereas the role of Designer is best suited to be served in short-term contracts for specific projects, **be it resolved** that:*

- (i) Article III, Section 3 be amended as follows:
subsection (i) “Designer” be removed, and the other Positions be reindexed as follows:
 - (i) One (1) Editor of e-newsletter “In Harmony”
 - (ii) One (1) UTSC/OBA Chamber Music Festival
 - (iii) One (1) Web Maestro
 - (iv) One (1) York/Simcoe Regional Coordinator
- (ii) Article VII, Section 6, subsection (i) “Designer Coordinator” be removed, and the other Positions be reindexed as follows:
 - (i) Newsletter
 - (ii) UTSC/OBA Chamber Music Festival
 - (iii) Web Maestro
 - (iv) York/Simcoe Regional Coordinator

Part V: Creation of the Eastern Ontario Elementary Honour Band Coordinator

Whereas the project known as the Eastern Ontario Elementary Honour Band requires oversight and responsibility in keeping with a Position of Responsibility, **be it resolved** that the following be adopted:

- (i) III.3) Members of the Board of Directors, Ex-Officio (Appointed)
add subsection (v) “One (1) Eastern Ontario Elementary Honour Band Coordinator”
- (ii) VII.6) Board of Directors, Duties of Positions of Responsibilities (ex-officio)
add section (v), “Eastern Ontario Elementary Honour Band Coordinator” to read:
 - v) Eastern Ontario Elementary Honour Band Coordinator shall:
 - (a) Report to the President;
 - (b) Provide the opportunity for elementary band players in grades 7 and 8 from Eastern Ontario to perform with their peers;
 - (c) Retain a conductor of provincial repute to lead the band and choose appropriate level music for Eastern Ontario elementary school students;
 - (d) In consultation with the Treasurer, ensure the conductor signs a contract, work out transportation, nourishment, and accommodation issues, if any;
 - (e) Book a venue in which to host the Eastern Ontario Elementary Honour Band participants so they may rehearse and perform for friends and family;
 - (f) Design, in consultation with a designer, promotional material related to the event which should include contact information and a recommendation form for teachers;
 - (g) Ensure both the Membership Director and Webmaestro adequately distribute promotional material;
 - (h) Coordinate promotion and encourage teacher recommendations;
 - (i) Create an information package, including feedback forms for the event, to be distributed to each member’s parents and their recommending teacher;
 - (j) Chair the Eastern Ontario Elementary Honour Band Committee;
 - (k) Arrange part assignments and seating based on teacher recommendations;
 - (l) Work with the Treasurer and provide a breakdown of expenses and revenues associated with the Eastern Ontario Elementary Honour Band;
 - (m) Write a report detailing initiatives and issues concerning the Honour Band, to be presented at every meeting of the Board of Directors.

Part VI: Correcting the title of the York/Simcoe Regional Coordinator

Whereas the role of the York/Simcoe Regional Coordinator is defined in Article III, Section 4(vi) as a Coordinator, **be it resolved** that the title of said position be corrected in the following manner:

- (i) VII.5.iii) Board of Directors, Responsibilities of Individual Board Members, Donations change “York/Simcoe Regional Director” to read “York/Simcoe Regional Coordinator” in items (b) and (f).

Part VII: Clarification of Roles and Responsibilities

VII.1 *Whereas the position of President is a natural succession from the position of President-Elect, and the position of Past-President is a natural succession from the position of President, **be it resolved** that the following be adopted:*

- (i) Sections 1 through 4 inclusive of Article III, Members of the Board of Directors be renumbered 2 through 5, and the following be adopted as Section 1:

1. Positions of Succession

- (i) The President-Elect, at the conclusion of his or her term, will succeed to the position of President for the next term.

- (ii) The President, at the conclusion of his or her term, will succeed to the position of Past-President for the next term.

- (iii) If the position of President-Elect is unfilled, due to resignation or removal from office, then the position of President shall be considered an Elected Position, and will be nominated and elected in accordance with Article VI, Section 2 of the Bylaws.

- (ii) III.2) Members of the Board of Directors, Elected Executive Members remove items (i) and (v) and renumber the remaining as:

- (i) One (1) President-Elect

- (ii) One (1) Treasurer

- (iii) One (1) Secretary of the Board

- (iii) IV.1) Elections and Nominations, Eligibility be changed to read

- (i) With the exception of the President-Elect, any member who satisfies Article II, Section 1 of the Bylaws is eligible for nomination to any elected position.

- (ii) Eligible candidates for the position of President-Elect must be a member in accordance with Article II, Section 1 of the Bylaws, and have served on the Board of Directors in any capacity for at least eighteen months, either consecutively or non-consecutively.

- (iii) If no eligible candidate is nominated for the role of President-Elect, then the position will remain vacant until the next AGM. All duties of the position will be assumed by the Past-President, or delegated to other Executive members by the President.

(iv) If the President-Elect is unable to succeed to the position of President, then the President will be considered an elected position subject to the rules outlined in Article IV, and as follows:

(a) Eligible candidates for President must have served on the Board of Directors in any capacity for at least eighteen months, either consecutively or non-consecutively.

(b) If the restriction in item (a) above causes all interested parties to be ineligible, then the Board of Directors may waive this condition and allow candidates to run as Interim President for a term lasting no longer than one year.

VII.2 *Whereas the President's role is to preside over meetings, **be it resolved** that the following be adopted:*

- (i) V.7.ii) Meeting of Members, Board of Directors
change to read
 - ii) Meetings of the Board of Directors shall be chaired by the President.
- (ii) V.9.ii) Meetings of Members, Annual General Meeting
change the reference to "Speaker" to read "President"

VII.3 *Whereas a conflict may arise if the Past-President is asked to serve as Chief Returning Officer while also running for a position, **be it resolved** that the following be adopted:*

- (i) IV.2.ii) Elections and Nominations, Chief Returning Officer
change subsection (ii) to read,
 - (ii) The CRO shall be the Past-President of the OBA, under the condition that the Past-President is not also standing for any elected position.
- (ii) IV.2) Elections and Nominations, Chief Returning Officer
add the following subsections:
 - (iii) If the Past-President is unable to serve as the CRO, then a designate shall be selected and confirmed by majority vote of the Board,
 - (a) first, from among any member of the Board who is not standing for an elected position,
 - (b) second, from any Regular or Lifetime Member of the OBA willing to serve in this capacity.
 - (iv) The CRO shall only cast a vote in the event of a tie.

- (iii) VI.v.c) Executive, Responsibilities of Individual Executive Members, Past-President change to read,

(c) Act as the Chief Returning Officer for all OBA elections, in accordance with Article IV, Section 2 of the Bylaws.

VII.4 *Whereas the Positions of Responsibilities are unelected and appointed positions, subject to the needs of the OBA, **be it resolved** that the following be adopted:*

- (i) VII.1) Board of Directors, Composition of the Board of Directors change to

1. Composition of the Board of Directors

(i) The Board of Directors shall consist of all Executive Members, Elected Directors, and Appointed Positions of Responsibility as outlined in Article III of the Bylaws.

(ii) Interpretation of the term "Director"

(a) The term "Director" in Article IX of the Constitution, is interpreted to mean voting members on the Board of Directors, and does not pertain to ex-officio members who hold non-voting Positions of Responsibility.

(b) The Board of Directors may, through a majority vote, create or eliminate a Position of Responsibility as circumstances require. Newly created positions will be filled through the process outlined in Article IV, Section 6, subsections (i) to (iv) of the Bylaws. The Board will create a list of responsibilities for the position, which will be adopted by the Board and filed with the Secretary.

VII.5 *Whereas references to Bylaws in Article V, Sections 6 and 7 are unclear or erroneous, **be it resolved** that the following be adopted:*

- (i) V.6.vi) Meeting of Members, Meeting of the Executive delete "as defined in Article V, 7. vi) of the Bylaws"

- (ii) V.7.vi) Meeting of Members, Meeting of the Board of Directors delete "as defined in Article VII, 5. of the Bylaws"

VII.6 *Whereas Article VI, Section 3 conflicts with Article VI, Section 2, subsection (iii), **be it resolved** that Section 3 be changed to read:*

3. Voting Rights

There shall only be one vote per position. A person holding more than one position is entitled to cast one vote for each position.

VII.7 *Whereas the concept of the Wind Band Composition event is not a competition, **be it resolved** that:*

- (i) VII.5.vi.b) Board of Directors, Responsibilities, Wind Band Composition Director change “competition” to “event”

VII.8 *Whereas members of the Executive and Directors have an obligation to uphold the integrity of the OBA, **be it resolved** that the following be adopted:*

- (i) VI.5) Executive, Collective Responsibilities of the Executive
add

viii) The Executive shall uphold the Constitution, Bylaws, and Policies of the OBA, and ensure that all third-party providers are aware of, and adhere to, the Policies of the OBA.

- (ii) XI.1) Removal from Office, Removal from Office
change to read

1. Removal from Office

A member of the Executive or Board of Directors shall cease to remain in office if the member:

- (i) ceases to be a member of the OBA;
- (ii) submits a written resignation from such office;
- (iii) is removed through the procedure outlined in Article IX, Section 2;
- (iv) is removed by impeachment through the procedure outlined in Article IX, Section 4.

- (iii) IX) Removal from Office
add section 5:

5. Censure

(i) A motion of censure against an Executive member or Director may be brought forward in “New Business” at the next duly-called Board of Directors meeting by the President or President-Elect. Reasons for censure may include, but are not limited to:

- (a) behaviour reflecting poorly on the OBA and its Board;
- (b) performance of duties reflecting poorly on the OBA and its Board;
- (c) attendance issues which impede the effectiveness of the Board.

(ii) The defendant and plaintiff shall have five minutes each to present their cases to the Board of Directors. The defendant shall proceed first.

(iii) Once complete, a question period for Members will be allowed.

(iv) A secret ballot vote shall be held for voting Members only. A two-thirds plus one majority vote of those present is required for censure.

(v) A member under censure is permitted to remain in office, but may be required to submit to additional oversight from the President, President-Elect, or other designate. Additional responsibilities must be listed in the motion of censure.

(vi) A member under censure is disqualified from seeking election or appointment to any position on the Board of Directors, notwithstanding membership rights allowed until Article IV of the Bylaws.

(vii) A motion to lift censure maybe brought forward in "New Business" at the next duly-called Board of Directors meeting by the President or President-Elect. No formal presentations are required. A two-thirds plus one majority vote of those present is required to lift censure. A successful vote returns the censured member to all rights and privileges.

(iv) IX.3) Removal from Office, Impeachment
add

e) Willful violation of the Constitution, Bylaws, and Policies of the OBA.