

**BSIMA Board Meeting**  
Wednesday, February 17, 2021; 7:30 pm  
(Zoom Meeting)

**MINUTES**

(recorded by Melissa Jansen)

PRESENT: President, Sue Proudfoot; Financial Officer, Aaron Gunson; Admin. Officer, Melissa Jansen; Vice-President, Marina Paddock; Communications Officer, Tracey Strang; CPN Band Director, Clint McLachlan; Grade 7 Band Director, Brooklyn Friesen; Westside Band Director, Graydon Cramer; Eastside Band Director, Erin Dodds; Eastside Rep, Dawn Middleton; Anna Penno;

Regrets: Alexander School Music Director, Kelsey Brown; VMMA Band Director, Meaghan Graham; VMMA Rep, Monique Snow

- I Approval of Agenda: Marina Paddock, 2<sup>nd</sup> Aaron Gunson. Cd.
- II Approval of November 18, 2020 Meeting Minutes: Aaron Gunson, 2<sup>nd</sup> Marina Paddock. Cd.
- III Financial Report: Aaron Gunson
  - Motion to approve Financial Report as posted on the website. 2<sup>nd</sup> Marian Paddock. Cd.
- IV Administrative Officer Report – Melissa Jansen
  - I picked up some instrument rental usage fees, filed T4A Slips for myself and Myrna. Requested an invoice for Charms. Paid our mailbox fee for another year. Also our mailing address changed and we only need to change it going forward
- V Band Directors Repots
  - Eastside – Erin Dobbs
    - Nothing to report
  - Westside – Graydon Cramer
    - Registration forms went home for Grades 6's & 7's
  - VMMA – Meagan Graham
    - Same items as CPN
  - CPN – Anna Penno
    - Collaborating with the senior high admin team Meaghan and myself created an information flyer to go home to all grade 8 students. A similar flyer will be going out to current grade 9 – 11s that originally requested band this year.

## VI Old Business

- Request for funds from BSD for 2021/22 school year – Mr. Labossiere reported that our requested amounts were set in the preliminary budget and the final budget approval is scheduled for March 8, 2021
- Social Media Sub Committee Report written submission by Monique Snow
  - o She is creating the Facebook page
  - o If anybody has anything they would like to get posted they can let her know
- Nancy Miller Fund Extension – Melissa didn't have any personal contact information for Mr. Bettle. She did contact Friends of Education and received a response from the BSD. They committee thought it would be a good idea to contact Mr. Bettle personally if we could. Anna does have his contact information but was going to reach out to a colleague that knows Mr. Bettles more on a personal level and see if it will be okay for BSIMA to reach out to him.
- Instrument Cleaning Contract – We already have a contract just need to get a new one signed once next year is figured out.
- Sub Committees – Sue sent an e-mail to all the people involved with each committee to set up times for them to meet.

## VII New Business

- Highschool Instrument Access – Anna and Meaghan are anticipation that there are going to be a high demand for instruments needed for highschool students especially grade 9's for next year and was wondering what kind of support BSIMA could give to help these students out? BSIMA has agreed that they will help out where they can. We will leave this item on the agenda until we have a better idea of what registration numbers will look like in the next couple of months.

## VIII Miscellaneous

- Term Deposit – Tabled till March's meeting as we should know our budget from BSD by then
- Sue has upgraded her ZOOM account to a 2 hour meeting limit and it is available to any BSIMA member if needed

## IX Adjournment

- Motion made by Sue Proudfoot to adjourn the meeting at 9:24. 2<sup>nd</sup> by Aaron Gunson Cd.

Next Meeting: Wednesday, March 17, 2021 – 7:30 pm

Location: Virtual Meeting