

**BSIMA Board Meeting**  
**Wednesday, February 15, 2023; 7:30 p.m.**  
**Location: Earl Oxford Band Room**

**MEETING MINUTES**

(recorded by Monique Snow)

PRESENT: President, Shawn Heise; Vice-President, Cosmin Badea Admin; Officer, Melissa Jansen; Grade 7 Band Director, Brooklyn Friesen; Eastside Band Director, Erin Dodds; Eastside Rep, Theresa Slon; Alexander School Music Director, Kelsey Brown; Westside Rep, Rochelle Johnson; CPN Rep, Dawn Middleton;

Regrets: Communication Officer, Leo Hernandez; Financial Officer, Iryna Mikhno; CPN Band Director, Janine Waines; Westside Band Director, Graydon Cramer; VMMA Band Director, Meaghan Graham; VMMA Rep, Monique Snow;

1. Approval of Agenda

- Motion made to approve the agenda as presented by: Theresa Slon  
2<sup>nd</sup> by: Dawn Middleton, CD

Add French Horn

Motion to approve amended agenda by Shawn Heise, 2<sup>nd</sup> by Dawn Middleton CD

2. Approval of November 16, 2022 Meeting Minutes

- Motion made to approve the minutes as presented by: Rochelle Johnson  
2<sup>nd</sup> by: Theresa Slon, CD

3. Financial Report – Iryna Mikhno, Financial Officer

- Motion to approve Financial Report as presented by: Iryna Mikhno  
2<sup>nd</sup> by: Cosmin Badea, CD

4. Administrative Officer’s Report – Melissa Jansen – as presented

5. Directors’ Reports – as presented

**6. Old Business**

- Nancy Miller Fund  
Melissa presented meeting minutes from sub committee meeting. No changes made to presented minutes.
- BSD Funding Request - Status Report  
Nothing to report from BSD
- Stolen Drum Set Fund  
E-mail teacher to high school band directors to decide on how they want to spend the insurance money form the stolen quad set.
- Summer Instrument Purchase Update

All instrument and cases have been received except the Bassoon which we know might not be here for a few mor months. Waiting on the invoice from the division to pay the remaining summer instrument amount.

- Instrument Usage Report  
Summed up in the Administrative Officer's report

## 7. New Business

- Determine cleaning & repair contract for end of school year – review  
Nothing to review as contract is not up for 2 more year. Melissa will make date changes to the current contract and send to Brent for signature.
- Administrative Officer Contract review & revisions – set Committee to review  
Erin  
Shawn  
Theresa
- Budget prep - set Committee to prepare  
Melissa  
Iryna  
Graydon  
Shawn
- By-laws & Constitution Review – set Committee  
Brooklyn  
Shawn  
Monquie
- Rental of Timpani  
Discussed reasons why not to rent. Ie no one to repair damaged instrument, if there is a contract who inspects the instruments before or after use as again there is no one to do this locally, replacement parts are hard to get as well.

## 8. Miscellaneous

- Yamaha Baby Grand Piano – If the high school band directors don't want the baby grand then we will have to say no.
- French horn request from Brooklyn – we will rent out the French horns at the rate indicated on the Instrument rental fees indicated in the By-laws
- Communications officer – Melissa will try and contact Leo by phone if not luck then we will start the process to remove him from the committee.

## 9. Adjournment

- Theresa Slon adjourned the meeting at 8:36

Next Meeting: Wednesday, Mar 15, 2023  
Location: Zoom Virtual Meeting