

**BSIMA Board Meeting**  
**Wednesday, November 15, 2023 7:30 p.m.**  
**Location: Earl Oxford Music Room**

**AGENDA**

- I Approval of November 15, 2023 Agenda
- II Approval of October 18, 2023 Meeting Minutes
- III Approval of October Financial Report – Iryna Mikhno
- IV Administrative Officer’s Report – Melissa Jansen – as presented
- V Band Directors’ Reports – as presented
- VI Old Business
  - a) Billing for Christian Heritage School
  - b) Summer Instrument Purchase Follow-up
  - c) Translating Instrument Rental Form
- VII New Business
  - a) Instrument Usage Report Review
  - b) Set Instrument Usage Fees for 2024/25 year.
  - c) Program per capita numbers (report card numbers)
  - d) Percussion and Instrument Care Kit allotments
  - e) Grant Request amounts set for Brandon School Division (Summer Instrument Purchases & Registration Fee Grant)
  - f) Highschool Small Instrument Data
- VIII Miscellaneous
- IX Adjournment

Next Meeting: Wednesday, January 17, 2024 – 7:30 pm  
Location: Earl Oxford