

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

Meeting Minutes
(recorded by Leo Hernandez)

PRESENT: President, Shawn Heise; Vice-President, Chris Desormeau; Communication Officer, Leo Hernandez; Admin Officer, Melissa Jansen; Westside Band Director, Graydon Cramer; Eastside Band Director, Erin Dodds; Eastside Rep, Jenny Stephens; Alexander School Music Director, Kelsey Brown; CPN Band Director, Anna Penno; VMMA Band Director, Meaghan Graham; Westside Rep, Briana Gensorek; VMMA Rep, Monique Snow; CPN Rep, Dawn Middleton

Regrets: Financial Officer, Iryna Mikhno; Grade 7 Band Director, Brooklyn Friesen

I Approval of November 15, 2023 Agenda

Motion made by: Chris Desormeau
2nd by: Dawn Middleton
Cd

II Approval of October 18, 2023 Meeting Minutes

Motion made by: Monique Snow
2nd by: Dawn Middleton
Cd

III Approval of October 31, 2023, Financial Report

Motion made by: Iryna Mikhno as presented
2nd by: Chris Desormeau
Cd

IV Administrative Officer's Report – Melissa Jansen – as presented

V Band Directors' Reports – as presented.

VI Old Business

- a) Billing for Christian Heritage School
WE WILL GET PAID FOR LAST YEAR AND THIS YEAR SOMETIME IN DECEMBER.

- b) Summer Instrument Purchase Follow-up

WE ARE STRILL WAITING ON ISNTRUMENTS.

- c) Translating Instrument Rental Form Follow-up

THE SCHOOL DIVISION WILL NOT TRANSLATE OUR DOCS BUT CAN WE CAN CONTACT THE WESTMAN IMMIGRANT SERVICES. A GOOD IDEA IS TO UPLOAD IT TO A WEBSITE AND JUST SHARE THE QR CODE TO THE PARENTS.

VII New Business

- a) Initial Instrument Usage Report

Discussed in Administrative Officer's Report

- b) Set Instrument Usage Fees for the 2024/2025 school year.

WE DISCUSSED ABOUT RAISING OUR FEES TO THE PARENTS OR NOT, OUR EXPENSES HAVE INCREASED (TRIPS AND BILLS) SO WE ARE WONDERING ABOUT ASKING FOR AN INCREASE TO THE SCHOOL DIVISION OR THE PARENTS.

MOTION TO REVISIT THE PRICE INCREMENT LATER IN THE YEAR BY MONIQUE APPROVED BY 4, ABSTAINED BY 1.

INSTRUMENT USAGE FEES WILL STAY THE SAME FOR THE 2024/2025 SCHOOL YEAR AT \$125.00

- c) Program Per Capita Numbers (report card numbers)

BAND DIRECTORS WILL PROVIDE THE ADMINISTRATIVE ASSISTANT WITH THE REPORT CARD NUMBERS BY EMAIL.

- d) Percussion and Instrument Care Kit Allotments

ALLOTMENTS WILL BE PAID OUT TO THE PROGRAMS

- e) Grant Request amounts set for Brandon School Division (Summer Instrument Purchases & Registration Fee Grant)

Motion made to request \$30,500.00 for summer instrument purchase and \$75.00 per report card for Registration Fee Grant.

**Motion made by: Jenny Stephens
Second by: Dwan Middleton
Cd**

- f) High School Small Instrument Data

SUB-COMITEE CREATED TO TALK MORE ABOUT THIS TOPIC AS IS TOO EXTENSIVE, 2 PEOPLE INTERESTED SO FAR.

**Sub Committee formed after meeting:
Erin, Anna/Meaghan, Dawn, Monique, Shawn, and Melissa**

VIII Miscellaneous

IX Adjournment: Meeting adjourned at 9:15

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