

BSIMA Board Meeting
Wednesday, October 16, 2024 7:30 p.m.
Location: Earl Oxford Music Room

Meeting Minutes
(recorded by Kaylah Knight)

PRESENT: President, Cosmin Badea; Financial Officer, Chris Veilleux; Vice-President, Chris Desormeau; Communication Officer, Kaylah Knight; Admin Officer, Melissa Jansen; Westside Band Director, Graydon Cramer; Grade 7 Band Director, Brooklyn Friesen; Eastside Band Director, Erin Dodds; Eastside Rep, Penny Pierce; Alexander School Music Director, Kelsey Brown; CPN Band Director, Anna Penno; VMMA Band Director, Meaghan Graham; CPN Rep, Barb Schram

Regrets: Westside Rep, ; VMMA Rep,

- I Introductions 7:45 call meeting to order
Brooklyn, Erin, Grayson, Anna, Barb, Penny, Chris VP, Chris Veilleux, Cosmin, Melissa, Kaylah. ((Megan and Kelsie (ON LINE)))
- II Approval of October 16, 2024 Agenda
- Motion made by: Chris D
2nd by: Chris V
Cd Carried
- III Approval of June 19, 2024, Meeting Minutes
- Motion made by: Barb
2nd by: Chris V
Cd Carried
- IV Approval of September 30, 2024, Financial Report
- Motion made by: Chris Veilleux
2nd by: Chris D
Cd Carried

- V Administrative Officer's Report – Melissa Jansen – as presented/ Voted - Passed
Parents still sending funds, lots of new direct deposits being set up and finding this helpful. E-transfer's are easy but match parent's to children with mild confusion. Helps reduces NSF's and not losing cheques or money.
- VI Band Directors' Reports – as presented
Band Directors doing at least and 1 hour and 20 minutes more class time a week. Band Directors are limited to class time due to buss schedules and can do EAL with small groups. Lost lots of prep time due to the changes to their schedules. More changes potentially to come. More students equals less prep time.
- High school was able to split classes so the Band Director can work in smaller groups.
- VII Old Business
- a) Summer Instrument Cleaning:
- Any Concerns with the 2024 summer instrument cleaning process
- Contract with Brent is done, this year there will be sub groups for the committee, next step is tendering new contract for 2025. Considering to wait for Parent Reps for the committee to look into new contract. To Be Decided by next meeting. Concerns: Bret addressed all concerns for damaged instruments, taken instruments for specific problems.
Cost for cleaning 19,726 went up to 22,400
- Stat the tender process for the 2025 Summer Instrumetn Cleaning
- b) Update on Nancy Miller Scholarship
- Nancy Miller update, update forms, funding still available, future report to Jeff
Betty Gibson still has 2,000
Green Acres and New Era have lots of funding.

c) Highschool Small Instrument Data

Lots of students requesting high school instruments, 3-5 students renting

Directors continue to build inventory of instruments, does the origination want to build up inventory to continue to offer high school students instruments

Cost is more affordable to purchase then rent.

- Stat the step by step cleaning process for each instrument

VIII New Business

a) Changes to bank signing officers

MOTION MADE TO MAKE THE FOLLOWING CHANGES TO BRANDON SCHOOLS INSTRUMENT MUSIC ASSOICATION BANK ACCOUNT # 8553547 AT WESTOBA CREDIT UNION:

Please remove the following from the account:

Shawn Heise, President

Cosmin Badea, Vice President

Iryna Mikhno, Financial Officer

Please add the following to the account:

Cosmin Badea, President

Chris Desormeau, Vice President

Chris Veilleux, Financial Officer

The signers on the account will be as follows:

President: Cosmin Badea

Vice President: Chris Desormeau

Financial Officer: Chris Veilleux

Administrative Officer: Melissa Jansen

By: Penny

2nd by: Barb

CD Carried

b) Summer Instrument Purchase Report

Still missing a French Horn from St. Johns

c) Enrollment & Initial Instrument Usage Report

No questions or concerns

d) AGM Debrief

All good

e) String Bass Repair - Anna

Cost the same to repair as to buy, Base has not been used in years, Band Director is not concerned with having it replaced. End of life for Base instrument. Possibly purchase one in the future. Trade in old damaged Bases for parts and retire the two Bases. East Side has extra Bases to be shared across the board incase students are interested in playing the Base.

f) BU Request to borrow a bass - Brooklyn

Lending instruments to BU there should be a policy to follow incase problems arise. Who covers the cost incase of damage? Can they rent it from us to rent the instrument to help support BSD students. Clause in the policy that who ever should borrow/rent the instrument is responsible for paying for any damages.

Put together a group to look into the making the policy or who's insurance is covering the cost.

Relationship in kind do we charge for renting? Renting to the BU student was agreed upon. Conditions in writing that the student is responsible for being looked at and maintained at the end of the use period. Using the standard rental agreement that we already use.

Motion to request student to sign Instrument Usage Agreement Form: Kaylah

Chris V second

CD Carried

g) Mecca Productions Timpani Request

Mecca also request use of : Bass Drum, Tam Tam, Tubular Bells, and Xylophone.

This should be part of the policy discussion

We are not a rental business and there is no one local to fix or repair the Timpani and there is no benefit to lending it out. A Policy in writing would help clear up confusion.

More discussion needs to happen on policy for future agreements to allow community use or not and under what conditions.

Timpani rated at a higher class of instruments for allowing anyone other than students to use it. It's very difficult to get repairs done on the Timpani.

Request to allow Mecca to use Timpani and instruments is Denied.

IX Miscellaneous

Rental Instrument Usage Agreement form was very useful and would like to continue in the future.

Put together and agreement to differentiate between school and community using the interments.

X Adjournment

Motion. Barb.

Next Meeting: Wednesday, November 20, 2024 – 7:40 pm
Location: Earl Oxford, Band Room