

**BSIMA Board Meeting**  
**Wednesday, March 19, 2025 7:30 p.m.**  
**Location: Earl Oxford Music Room**

**Meeting Minutes**  
(recorded by Kaylah Knight)

PRESENT: President, Cosmin Badea; 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, Sean White; Alexander School Music Director, Kelsey Brown; CPN Band Director, Anna Penno; VMMA Band Director, Meaghan Graham; CPN Rep, Wenonah Frazer; Westside Rep, Kim Melvin; VMMA Rep. Penny Pierce

Regrets: Financial Officer, Chris Veilleux;

I        Introductions

Meeting started 7:45pm

II        Approval of Mar 19, 2025 Agenda

Motion made by: Wenonah  
2<sup>nd</sup> by: Sean  
Cd

III       Approval of January 15, 2025, Meeting Minutes

Correction 7A old business: change devotion to division  
V8 : change Vending to lending

Motion made by: Kaylah  
2<sup>nd</sup> by: Wenonah  
Cd

IV        Approval of Jan/Feb Financial Report

Tabled for the next meeting as there is no report to review

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

VI       Band Directors' Reports – as presented

VII      Old Business

a) Summer Cleaning & Repair Sub Committee Follow-up

St. John's will probably not take the time to enter cleaned/repared in the database, may need to make updates to the data base ourselves.

Jacob does not clean the brass instruments

Jacob would clean the instrument directly in the band room, no need to ship them out.

Can Jacob offer a warranty option to the instruments he has already cleaned/repared?

Action Item: Brooklyn will touch base with Jacob on this item

What's the minimum number of instruments that needs to be sent to St. John's to get the discount. (What does all instruments mean?)

Action Item: Brooklyn with touch base with St. John's on this item

Discussion tabled for next month.

b) Community Instrument Rental Parameters Sub Committee Follow-up

Policies updated for rental parameters

Motion to approve changes to rental parameters

Motion made by: Sean

2nd by: Chris

Cd

c) Music Monday Funding

Tabled till month

d) Administrative Officer Contract – Sub Committee Follow-up

Increase salary to \$11,500

Motion made by: Chris D

2nd: Kaylah

Cd

e) By-Laws Review & Constitution Review – Sub Committee Follow-up

Tabled till next month

f) Budget Prep – Sub Committee Follow-up

Tabled till next month

VIII New Business

IX Miscellaneous

X Adjournment at 9:11pm

Next Meeting: Wednesday, April 16, 2025 – 7:30 pm  
Location: Earl Oxford