

BSIMA Board Meeting
Wednesday, October 15, 2025 7:45 p.m.
Location: Earl Oxford Music Room

Meeting Minutes
(recorded by Kaylah Knight)

PRESENT: President, Sean White; Vice-President, Juanita Szteina; Communication Officer, Kaylah Knight; Admin Officer, Melissa Jansen; Westside Band Director, Graydon Cramer; Grade 7 Band Director, Brooklyn Friesen; Eastside Band Director, Erin Dodds; Alexander School Music Director, Kelsey Brown; CPN Band Director, Anna Penno; CPN Rep, Barb Schram; Eastside Rep, Victor Iniobong; VMMA Rep. Jenny Stephens; VMMA Band Director, Meaghan Graham; VMMA Band Director, Mitchell Wedgewood.

Regrets: Financial Officer, Chris Veilleux; Westside Rep, Krystal Haggstorm

I Introductions

II Approval of October 15, 2025 Agenda

Motion made by: Kaylah
2nd by: Jenny
Cd

III Approval of June 18, 2025, Meeting Minutes

Motion made by: Kaylah
2nd by: Juanita
Cd

IV Approval of Sept Financial Report

Carried to November's meeting.

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

VI Band Directors 'Reports – as submitted

VII Old Business

VIII New Business

a) 2nd BSIMA Instrument Rental Clarification – Anna

A discussion was had as to whether a student who owns their own instruments should pay full price or ½ price of an instrument rental from BSIMA as it will be their first instrument they would be renting from BSIMA. A motion was made to clarify the wording in the by-laws regarding students who own their own instrument to only pay half rate for renting an instrument from BSIMA.

Motion made to clarify in the by-law by: Kaylah
2nd by: Barb
Cd

b) Christian Heritage Fees (\$400.00 +) - Meaghan

Christian Heritage School or the Brandon School Division is responsible for explaining any charges the school is charging for the band program and communicating with the parents. If a band director or committee member is approached by a Christian Heritage School parent they can direct them to the admin at CHS or Denis Labossiere at the school division.

c) Summer Instrument Purchases

Director still waiting on instruments.

d) Signing Officers Changes

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

Please remove the following from the account:

Cosmin Badea, President

Chris Desormeau, Vice President

Please add the following to the account:

Sean White, President

Juanita Szteina, Vice President

The signers on the account will be as follows:

President: Sean White

Vice President: Juanita Szteina

Financial Officer: Chris Veilleux

Administrative Officer: Melissa Jansen

Motion Made By: Jenny

2nd by: Victor

CD

e) Information Package for Committee Members/President – Melissa

Give the link to the website to new committee members in an e-mail.

f) Set Sub Committee

a) Administrative Officer Contract Review & Revisions

Tabled till next meeting

b) Budget Prep

Tabled till next meeting

c) By-laws Review & Constitution Review

Tabled till next meeting

Discuss assigning a leader to sub committees, set a precedent and adopt into by-laws or procedure manual later.

IX Miscellaneous

Review instrument rental forms at some point this year

X Adjournment: 8:28PM

Motion:

Next Meeting: Wednesday, Nov 19, 2025 – 7:30 pm

Location: Earl Oxford Music Room