

BSIMA Board Meeting
Wednesday, April 15, 2026 7:45 p.m.
Location: Earl Oxford Music Room

Meeting Minutes
(recorded by Kaylah Knight)

PRESENT: President, Sean White; Vice-President, Juanita Szteina; Financial Officer, Chris Veilleux; 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, Nancy Henne; Eastside Rep, Katheryne Lumgair; VMMA Band Director, Meaghan Graham; Westside Rep, Krystal Haggstorm
VMMA Rep. replacement Rochelle Posthumus, VMMA Band Director, Mitchell Wedgewood

Regrets:; VMMA Rep. Jenny Stephens

I Approval of April 15, 2026 Agenda

Motion made by: Katheryne
2nd by: Chris
Cd

II Approval of March 18, 2026 Meeting Minutes

Motion made by: Chris
2nd by: Katheryne
Cd

III Approval of March Financial Report

Motion made by: Chris Veilleux
2nd by: Kaylah
Cd

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

V Band Directors 'Reports – as submitted

VI Old Business

a) Cleaning & Repair Tenders for Summer Cleaning

Send and e-mail to ask Ted Good about price adjustments comparatively to St. Johns and warranty's. Any instruments that don't necessarily need warranty they can go to Ted Good. Ask Ted Good if they need a contract or verbal commitment.

Table summer cleaning budget for \$70,000.

Motion made by:
2nd by
All in favor/any opposed
CD

b) Finalizing the By-Laws & Constitution Review

Motion made to accept the final draft with no other changes or additions. Page 9, Removing red text information from Bi-laws. Page 11, add the word 'inventory.'

Motion made by: Juanita
2nd by: Kaylah
All in favor/any opposed
CD

c) Administrative Office Contract Review – Update

Table for next meeting to review

Motion made by:
2nd by:
All in favor/any opposed
Cd

d) Budget Review - Update

Revisit refund rates next year as per the cleaning costs increase
Usage fees 10% written off, currently at 15% loss projected for next year, may need a policy for an acceptable amount of loss. Tabled for future meeting.

Motion made by:
2nd By:
All in favor/any opposed
Cd

e) Website Support – update

Tabled to next meeting

VII New Business

a) Set Instrument Purchase Contact

Melissa Jansen will be the Instrument Purchase Contact.

b) Investments – Term Deposit or Instruments

Motion to open a High interest business savings account made by: Chris

2nd: Kaylah

All in favor/any opposed?

CD

VIII Miscellaneous

IX Adjournment:

Motion: Nancy 9:17pm

Next Meeting Wednesday May 20, 2026 – 7:45 pm

Location: Earl Oxford Music Room