Ottawa New Horizon Band

# Annual General Meeting

October 27, 2019

2:00 p.m. - 3:30 p.m.

Woodroffe United Church

207 Woodroffe Ave., Ottawa, Ontario

1. Call to order, introductions, quorum and selection of scrutineers
   * The meeting was called to order at 2:08 p.m., with Brian Carr as chair. Brian welcomed attendees, and introduced the others seated on the stage: board members Cathy Wilcox, Leslie Scott and Jackie Scheffel, and note taker Steve Snell.
   * Sandra Wilkes confirmed that quorum had been achieved, with 56 eligible voting members present. Under the bylaw, 20 members are required for quorum.
   * Brian asked for volunteers to act as scrutineers, in the event a vote would be needed to fill the vacant positions on the board. Several volunteers came forward.

1. Approval of the agenda
   * As there were no requests for changes, the agenda was adopted as presented.

1. Approval of the minutes of the last AGM, Oct. 28, 2018
   * There were no additions, corrections or discussion regarding the minutes as presented. Motion to approve by Gilles Mayost, seconded by Clara Ballantine. Carried.

1. Remarks by the chair – Brian Carr
   * Brian provided a presentation showing the growth of ONHB from one band in January 2008 to the current nine bands and 290 individuals participating. Including members playing in multiple bands, the total number of seats in all nine bands combined is 340.
   * Brian spoke to the difficulties presented as the number of people wanting to participate in ONHB continues to increase. As bands get beyond a reasonable size additional bands have been added, but there are constraints on the availability of rehearsal space and band leaders and on the time and effort that even committed volunteers are able to commit to administer an ever larger and more complex organization.
   * He asked for feedback from members on how they would like to see these challenges addressed and indicated that they could help shoulder the increasing workload by volunteering to help.
   * After his remarks Brian called for anyone who wished to stand for a position on the board but had not yet submitted an application to come forward. No one did.

1. Treasurer’s report and motion to approve the appointment of the public accountant - Leslie

Scott

* + Leslie spoke first to the Profit and Loss statement. Revenues are almost entirely based on membership fees, which are difficult to accurately predict before the fall start-up. Most expenses are for accommodations, band leaders and clinicians. Leslie explained each of the line items in the statement.
  + Part of the surplus that accumulated over the past year was used for the purchase and repair of instruments - approximately $8500 in total.
  + There was a net surplus of approximately $4000 last year, for a total reserve of approximately $18000.
  + Leslie presented the budget for 2019-2020, forecasting a net loss of $4575.
  + There will be an increase in the cost of producing the end of session concerts this year, due to splitting the Concert and Jazz Band performances into two separate concerts.
  + The membership fee has been stable for several years, but may have to increase to overcome the projected deficit.
  + A discussion followed, regarding ways to deal with the deficit and growth of ONHB.
    - 1. K. Elliott suggested that the discount for joining a second (or third) band be reduced. B. Carr noted that the discount of $75 for an additional band amounted to a revenue reduction of $3750 per session for 50 people.
      2. P. Holmes asked whether hiring a full-time administrator would help solve the problem of a lack of volunteers. L. Scott responded that that would cause a large increase in fees.
      3. J. Mayerovitch pointed out that the Toronto NHB charges a fixed membership fee ($300?) plus an additional fee for each band joined.
      4. D. Cullen asked whether the ONHB has considered putting a cap on membership, rather than adding more bands.
      5. C. Tenniswood asked about the disparity in costs for accommodations and clinicians among bands. In particular, the jazz bands get fewer clinicians but pay the same fees. L. Scott explained that the smaller bands are, on a per member basis, more expensive to operate.
      6. C. Bain asked if ONHB was actively applying for Trillium grants. L. Scott explained that ONHB has investigated the application process. Two years of certified accounts are required before we can apply, and we have just finished our second full year. However, the costs involved in getting our books certified will be in the thousands, and there is no guarantee of any grant, especially with current provincial reductions in grants issued.
      7. R. Malegus suggested that ONHB engage with community bands to encourage the movement - “graduation” - of ONHB musicians to other bands. B. Carr pointed out that there are few openings in any of the community bands in any given year, so very little movement is possible.
  + Motion to approve Public Accountant. Leslie Scott moved to approve the appointment of Ted Lepinski as public accountant, seconded by David Spring. Motion carried.

1. Report by the band leader representative - Cathy Wilcox
   * You will find a copy of the band leader representative’s report [here](https://ottawanewhorizons.com/wp/wp-content/uploads/2020/11/ONHB-AGM-Band-Rep-Notes-Cathy-Wicox-October-2019.docx).

1. Discussion and voting on amendments to the ONHB By-laws: changing the AGM quorum requirements and adding a volunteer coordinator to the board - Brian Carr
   * Brian went over the rationale for a change in the quorum at the AGM, a copy of which was posted on the ONHB website prior to the AGM.

Motion: That section 19 of the ONHB by-law be revised to read:

“A quorum at any meeting of the members (unless a greater number of members is required to be present by the Act) shall be twenty members entitled to vote at the meeting. If a quorum is present at the opening of a meeting of members, the members present may proceed with the business of the meeting even if a quorum is not present throughout the meeting. “

Moved by Harry Turner, seconded by Judy Mayerovitch. Carried

* + Brian introduced a second amendment to the by-law, to add a Volunteer Coordinator Position to the Board. Motion: That paragraph 24 e be added, to read: “e. Volunteer coordinator - The volunteer coordinator shall be a director and has responsibility for directing volunteer activities including recruiting a team of volunteers to manage, staff and support the Corporation’s activities, concerts and events.” Moved by Patricia Bolla, seconded by Tomas Hansson. Carried

1. Discussion on volunteer leadership and service to ONHB - Cathy Wilcox
   * Cathy spoke about the history of ONHB, and its reliance on the involvement of volunteers. She thanked all current and past volunteers for their support, and in particular expressed appreciation to Daphne Picklyk.
   * Cathy acknowledged the extraordinary amount of work that Jody Gomber has done over the past two years as Communications Officer and web manager. Jody has had to step down due to health issues.
   * Cathy appealed to all members to consider taking an active role in ONHB. She listed several areas where help is needed, including concert masters, technical support, and refreshments at concerts. Susan Palmer has agreed to work with the board to help coordinate volunteers for the concerts.

1. Election of directors
   * Having received only three nomination forms for four vacancies, no vote was required. Brian announced that Leslie Scott, Gail Taillon and Brian Carr were acclaimed as directors.
   * Brian thanked Art Stewart, who has resigned from the board, for his contributions over the past year. He also thanked Jody Gomber for her work over many years as our webmaster and chief communications officer and announced that Shawn Ferrier and Sue Christian have agreed to assist with webmaster duties.
   * Gail Taillon introduced herself as a new director.

1. Options to add a new intermediate jazz band - Brian Carr

• The Downtown Jazz band has grown beyond reasonable capacity, including 17 saxophones. With numbers as they currently stand, it is nearly impossible to move up from the DJB to TBA, or from JJB to the DJB. The incremental direct cost of adding a new band is approximately $4000 per session, and simply redistributing the members from three bands across four does nothing to recover this cost. Thus, in order to justify adding a fourth jazz band, we would need to attract around 25 additional members. The board therefore proposes to offer an additional jazz band conditional upon drawing sufficient additional members. Current DJB members are asked to consider whether they would be in favour of splitting their current band. Brian and Cathy will attend a DJB rehearsal early in November to poll members of the band to determine a) would the 17 saxes be amenable to splitting up, and b) who would be willing to switch to Mondays. If it is formed, the new jazz band would meet on Monday evenings at Brookfield HS. As there is currently only one band rehearsing there at that time, we can accommodate a second at the least cost.

1. Q & A session
   * + P. Brandon expressed concern about limiting intake into ONHB in order to save money, as it is important to do what is necessary to continue to provide the opportunity for anyone who wants to play in a band.
     + M. Collins asked if the board has considered seeking corporate sponsorship. Brian replied that it is not something we have been able to pursue so far, but could be taken on by someone as a special project. He further noted that ONHB is a non-profit but not a charity which makes it more difficult to attract corporate interest.
     + J. Mayerovitch proposed surveying membership on their willingness to pay a little more in fees. Brian replied that the board could consider adding such a question to the regular session-ending survey.
     + D. Cullen suggested that we look at forming or spinning-off more community bands.
     + C. Bain asked if it was possible for ONHB to return to Dominion Chalmers, under its new ownership. Cathy replied that Carleton U. is charging much more for rentals than DC used to charge and parking is $3.00 per half hour.

Other business

• None

1. Adjournment - 3:30 p.m.