



Oxford Winds Community Concert Band

23rd Annual General Meeting
College Avenue Secondary School, Room 140
June 13, 2019 6:30pm

Called to order at: 6:35pm

1. Welcome to the 23rd Annual General Meeting

- 13 people present – quorum achieved
- Elizabeth Goble welcomed everyone to the meeting, and congratulated the Band and the Board on a successful year. Elizabeth thanked members for their dedication to rehearsals and for the leadership of the two conductors.

2. Approval of minutes from the 2017/2018 AGM

- Ron Bailey requested two edits be made under the election section, updating “declared” to “elected”.

Moved by Vanessa Beaver, **seconded** by Kent Boniface that the 2017/2018 AGM Minutes be approved as circulated and amended.

Motion Passes

3. Treasurer’s Report & 2019/2020 Budget

Treasurer’s Report – Vanessa Beaver presented

- Membership goal fell short, but has been steady year-over-year
- Donations came in over expectations
- Fundraising was very successful this year, but looks like a large expenditure due to the cost of purchasing the cheese.
- Concert expenditures keep increasing year-over-year
- Music purchases came in under budget
- Equipment purchases came under budget, as the band did not replace the orchestra bells as planned
- Total profit of \$2175.71 this year, compared to a budgeted deficit of \$4500.

Questions

- Gena Riehl asked how the membership total ended at \$1980 if membership fees were \$50 per person.

- Stephanie Riehl responded that the Board offered reduced membership fees for those members who joined in January.
- Gena Riehl asked if the Oxford Winds Award was handed out this year.
- Elizabeth Goble stated no, as the Board did not receive any applications for the award.
- Chris Wilson asked for clarification on the Social budget lines, both revenues and expenditures.
- Vanessa Beaver explained that the band budgeted a loss of \$200. This tends to be for timbits and juice for treat nights. The expenditure of \$2800 seems very high, but that was due to the spring social ticket costs. All funds for the spring social were recuperated.

Moved by Gena Riehl, **seconded** by Madeleine LaPlante that the Treasurer's Report be accepted as presented.

Motion Passes

2019/2020 Budget – Vanessa Beaver presented

- Budget is similar to the 2018/2019 budget, and increases are conservative
- Recruitment efforts should be increased – ticket sales are consistent, but the cost of performances are increasing
- Grants are not a dependable source of income, and therefore have been budgeted at \$0
- In past fundraising years, the items had been donated. The net fundraising amount decreases as the cost to purchase goods increases
- Conductor honorariums were last increased in 2016, and will be reviewed for the 2020-2021 budget
- Music budget decreased to reflect actual spending trends
- Equipment budget is higher again this year to reflect the planned purchase of new orchestra bells
- Transportation budget is higher as it now includes storage. The Band has been given notice that storage fees are increasing in January. The Board of Directors is looking into the purchase of a utility trailer for moving equipment, stands, and chairs between the storage unit and performance venues.
- Projected deficit of \$9850.

Questions

- Ron Bailey asked if the rehearsal space budget should increase, as the Thames Valley District School Board has started to levy a fee specifically for the rentals on music rooms. The Band is not guaranteed a rebate from the government, and the decision whether the Oxford Winds will have this fee levied on their rental agreement will not be known until September.
- Vanessa Beaver responded that the budget will remain status quo. If the rental fees increase, that will be reflected in the financial statements, and adjustments would be made for future years.

Moved by Lorie Bailey, **seconded** by Colin Course that the 2019/2020 Budget be approved as presented.

Motion Passes

4. Music Director's Report

Stephanie Riehl reported:

- To start our 22nd season, the Oxford Winds Chamber Ensemble, consisting of 7 members, met for 5 rehearsals throughout July and August 2018 in order to perform at the Oxford County Suicide Prevention Day event in September. Rehearsals were held at Park Place

Retirement Residence and the group performed selections including a mix of classical and popular music. This ensemble continued into the fall with occasional rehearsals at CASS in preparation for several holiday performances to finish their short season.

- In September 2018, we introduced a new registration format to allow for additional rehearsal time in the fall. This registration evening and first rehearsal for the Winds was one week earlier this year and extremely well attended. This extra rehearsal for the Winds allowed our members to be better prepared for our November concert.
- The Oxford Breeze novice band ran from September 2018 to June 2019 under the direction of Benjamin Williams. The membership in this group was similar to last season with 22 members for the fall session and 19 for the spring. The Breeze rehearsed weekly and worked on 4 holiday pieces in the first half of the season and 4 scores featuring the elements (earth, wind, fire and water) for our spring concerts while focusing on basic musical concepts, reading music, and playing as a group.
- The Oxford Winds also ran from September 2018 to June 2019 under the direction of Stephanie Riehl and ended the season with 28 members. This group worked on a total of 10 pieces throughout the season at the intermediate band level. The Winds continued to work on balance, intonation, and precision while playing a variety of musical styles throughout the season.
- The Senior Winds ran from September 2018 to June 2019 under the direction of Stephanie Riehl and ended the season with 21 members. This group worked on a total of 10 pieces throughout the season at an advanced band level.
- Performances by the Breeze, Winds, Senior Winds, and Chamber Ensemble this season included: our annual *Christmas with the Winds* concert (featuring a successful partnership with the Woodstock Fanshawe Singers), the Woodstock Fanshawe Singers holiday concert, the Woodstock General Hospital continuing care unit, Cedarview Retirement Residence, Park Place Retirement Residence, 2 Evenings of the Arts presented by the CASS music department, our *Elements of Spring* concert, Harvest Crossing Retirement Residence in Tillsongburg, and our outdoor concert hosted by the Woodstock Public Library. All performances were well attended and very successful.
- Again this year, we encouraged opportunities for our members to improve their musicality and technique in two ways. First, members in all of our bands were given the opportunity to participate in sectionals to work more closely with their instrumental section on music for performance. Second, our intermediate and senior players had a guest rehearsal conductor, Gary McCumber from Western University. Gary offered a new perspective on our pieces and members had a positive experience learning more about fundamental musical concepts and techniques from a different conductor for one evening this season.

As Benjamin is returning in the fall, the Breeze should be offered the opportunity to rehearse with a guest conductor.

- Ben and Stephanie were very happy with the progress of the bands this year but, again, hope to recruit more members for next season. Many instrumental sections in all of our groups cannot afford to get any smaller for instrumentation sake. Smaller groups or missing instrumental sections may mean scaling back the difficulty of pieces and it will be a more challenging task to find a balance in music selection to suit different difficulty levels and smaller ensemble sizes.
- Overall, all of our ensembles had another successful performance season and all members of the organization should again be very proud this year!

Questions

- Gena Riehl asked what instruments are missing from the bands.
- Stephanie Riehl responded that in the Breeze, they need saxophones, flutes, and low brass. In the Winds, they are missing percussionists and low brass. Stephanie added it can be a challenge from a music selection standpoint when large sections are missing.

Moved by Ron Bailey, **seconded** by Lorie Bailey that the Music Director's Report be accepted as presented.

Motion Passes

5. Correspondence

- Terra Messier resigned in January 2019 as the Board President and as a member of the Oxford Winds. The Board and the Band wish Terra all the best, and thank her for her years of service to both the Band and the Board.

6. Elections

- The meeting was turned over to Ron Bailey. Lorie Bailey appointed to act as a scrutineer.

Returning Board Members: Jess Bauman (Secretary), Kent Boniface, Colin Crouse, Marja DeBoer Marshall, Laurence DeBoer Marshall

Nominations for Board Members: Vanessa Beaver, Elizabeth Goble, Darla Manship, Kara Scott

- Vanessa Beaver, Elizabeth Goble, Darla Manship, and Kara Scott were elected to the Board of Directors.

Nominations for President (1 year term)

- Elizabeth Goble

Elizabeth Goble was elected as President for a one-year term.

Nominations for Vice President (2 year term)

- Kara Scott

Kara Scott was elected as Vice President for a two-year term.

Nominations for Treasurer (2 year term)

- Vanessa Beaver

Vanessa Beaver was re-elected as Treasurer for a two-year term.

- Ron Bailey passed the meeting back to Elizabeth Goble.

7. Welcome to the New Board

- Elizabeth Goble thanked the Nominating Committee and welcomed the new Board members.

8. 2019/2020 Schedule

- Having a rehearsal on the first Thursday was well received, and the group will work towards that, even if it is at an alternate venue. The extra rehearsal will be critical, knowing that Hallowe'en falls on a Thursday and a number of members will not be able to make that rehearsal
- Christmas with the Winds has been booked at Knox Church
- Fall social has been cut from this schedule, due to historical poor attendance. The winter social is being planned for a Friday night to see if that increases attendance

- Chamber and sectional schedules will be finalized in August

Moved by Gena Riehl, **seconded** by Madeleine LaPlante to accept the draft 2019/2020 schedule as circulated and presented.

Motion Passes

9. Committee Reports

Elizabeth Goble reported:

a. Marketing

- This year, in an effort to streamline efforts, the Recruitment committee was folded into Marketing. Some of the highlights for the season included newly printed business cards, the addition of Rogers TV into concert marketing, and a presence at the annual Rec & Leisure fair in Woodstock. We once again offered e-tickets as a convenient alternative for concert goers. The Oxford Winds also sponsored the concert band award at the Rotary Music Festival.
- Word of mouth is still the strongest driver of marketing for the group, as our spring concert showed by the number of attendees from St. David's Church!
- Looking ahead, this committee is seeking new and creative recruitment strategies, particularly as music programs in local schools see a reduction in funding. There is an especially critical need to recruit percussionists.
- Continued thanks to Madeleine LaPlante for keeping our website running smoothly and for designing our concert posters and programs!

b. Fundraising

- The Winds held two major fundraisers once again this year. The smoothie fundraiser in the fall continues to be extremely popular, both from sales to the members and sales during intermission at concerts. The spring fundraiser was a partnership with Mountain Oak cheese, which was brand new for the band. The feedback from the members was generally very positive and something they would like to try again. Many thanks for Marja DeBoer-Marshall for helping facilitate this fundraiser.
- In addition to fundraisers, the Oxford Winds also received a grant from the City of Woodstock for \$1500, which is to be used for rising administrative costs such as insurance, storage, equipment and transportation.

c. Asset Management

- The band purchased a few small items this year, including a new tambourine and other small auxiliary percussion items. Funds raised during our spring cheese sales will go toward a new set of orchestra bells to be purchased this summer.
- A flute was graciously donated to the Oxford Winds this year by a member and we hope this can be loaned to a player in need for the upcoming season. We were happy to be able to loan out over 10 instruments for members to play this past season.
- We continue to keep our equipment inventory, music inventory, and instrument maintenance schedules updated and are utilizing a cataloguing system including ID numbers for more efficient equipment tracking.
- Some band-owned instruments received repairs and routine maintenance this year including two baritones and temple blocks.
- Band equipment is still being stored at the STOR-IT storage facility in Woodstock and fees have been paid to the end of 2019. Storage fees will increase in January 2020, but will now include additional insurance.

- Our set of three tympani have been moved to our storage unit this year. The committee thanks Knox Presbyterian Church for storing these drums for us for the past few seasons.
 - The next project to be undertaken by this committee will be to organize and create shelving in our storage unit to create additional space.
 - The band subscribed to a PO Box this year to maintain a consistent mailing address.
- d. Transportation
- The transportation committee was able to bring equipment to the various venues for the band throughout the season.
 - With the change in venue for our Spring concert, we were able to borrow a trailer to transport the tympani, among other things. This was a great help. It has been suggested that the band pursue purchasing their own trailer to make transportation easier and more efficient.
- e. Food
- Food was again prepared by CASS this past season and went reasonably well. We were able to use our gift cards from Zehrs to purchase drinks for the May concert this year.
- f. Social
- The social committee had a busy year once again, having organized a variety of social events to bring members and their family/friends together both at rehearsal and outside of band.
 - Tables were reserved at Crabby Joe's & Boston Pizza for socializing after the Christmas and Spring concerts and multiple treat nights were held during rehearsals.
 - A Fall Social once again featured the Woodstock Museum's Escape Room. The Holiday Dinner was held again at Ody's restaurant and was well attended and received. Our Bowling Night was held in February, and drew a smaller than normal crowd. Our Spring Social was voted on by band members, who chose to see Come From Away at the Elgin Theatre in Toronto. It was enjoyed by all attendees.
 - We were able to stay within our allotted budget, continuing to provide fun and affordable activities for band members and their family/friends throughout the season.
- g. Gift
- This year, the gift committee was responsible for sending out congratulations and sympathy cards on behalf of the band.
- h. Clothing
- This year, the clothing committee did not run any additional clothing sales. Embossed black folders continued to be available for purchase at registration.
 - The committee had a number of gently used band shirts on hand and offered them at a reduced price for new and returning band members. Gently used shirts will continue to be offered as long as there are some on hand, as a way to ensure clothing costs do not prohibit new members from joining.
- i. Music Selection
- This year, the fall repertoire for the bands featured a mix of 13 popular and traditional holiday scores, including 6 selections from our music library. The Oxford Winds had fun performing 2 holiday pieces with the Woodstock Fanshawe Singers at our November concert and the Singers' December concert. The Chamber Ensemble enjoyed performing 8 flex holiday scores at small venue concerts throughout the county.
 - The bands worked on 14 scores relating to the elements (earth, wind, fire and water) for the second half of our season that were featured at our spring concerts, again utilizing 6

selections from our music library. The elements theme became popular with band members and the band received many positive comments from audience members about the diversity of the music at the spring concerts.

- The scores selected this season continued to keep our members and audience engaged by featuring new and challenging music as well as familiar and fun tunes.
- j. Scheduling/Venue
- The band continued to run weekly rehearsals at College Ave Secondary School and we have requested the music room at the school again for our 2019/2020 rehearsal season on Tuesday and Thursday evenings. There were several evenings that we were not able to use our usual room for rehearsals this season, so we used Southside Public school's newly renovated music room and had small performances those evenings instead.
 - Our *Christmas with the Winds* concert was performed at Knox Presbyterian Church in Woodstock and the stage and choir loft worked well to accommodate our bands and guests. This venue has been requested for the November 2019 concert again.
 - Our spring concert was performed at the newly renovated St. David's United Church in Woodstock this year instead of Knox Church. The St. David's church membership was incredibly welcoming and the audience turnout was high. The green room and kitchen areas were spacious and comfortable. There were no logistical problems and the band and percussion equipment fit well on the stage.
 - Some retirement and nursing homes continue to be a challenge to fit our full bands, but the addition of the occasional chamber ensemble allows us to perform at these locations. Care homes throughout Oxford County will be selected for the upcoming season.
- k. Youth Advisor
- Nothing to report.
- l. Selection Committee / Conductor Evaluations
- Conductor reviews have been tallied for both Ben Williams of the Breeze and for Steph Riehl of the Winds. Both received glowing scores from the members. Ben and Steph have agreed to return for the 2019/2020 season!

Questions

- Gena Riehl asked if anyone purchased e-tickets to the concerts.
- Elizabeth Goble responded that there were a few people for each concert who purchased the e-tickets.
- Gena Riehl asked if the bass drum had been sold, as she has someone who is interested in passing the information on to Burlington and Waterloo markets if it is still for sale.
- Elizabeth Goble stated the drum was still for sale. Someone from the Board will share pictures and measurements with Gena.
- Gena Riehl asked who was on the gift committee.
- Elizabeth Goble stated that all inquiries for cards is to be sent to info@oxfordwinds.ca, and the appropriate person will send out cards when necessary.
- Lorie Bailey asked if the band will be working with the Woodstock Fanshawe Singers for the Christmas concert again.
- Elizabeth Goble stated that the band would be very happy to work with WFS again. The band always looks for a guest to work with, but it is still very early to determine performance partners.

10. Other Business

Board Minutes

- Gena Riehl asked if the minutes from Board of Directors meetings were public.

- Ron Bailey added that they should be, as the Oxford Winds was a public corporation.
- Elizabeth Goble clarified that the Oxford Winds is a registered charity, and if its books are requested, the acceptable parts will be presented. The Oxford Winds is not a public corporation. Elizabeth asked if Gena wanted the minutes to be made public to everyone, or just to band members?
- Gena Riehl stated for everyone.
- Elizabeth Goble stated that minutes can be taken out of context, as the bulk of the discussion has taken place over email. If there are questions, members should connect with Board members and they can review items discussed.
- Gena Riehl asked if the Board would consider posting any motions passed online.
- Elizabeth Goble stated she would bring that to the Board for consideration. Elizabeth reiterated that anyone could ask a Board member a question, or email the info@oxfordwinds.ca email list.
- Gena Riehl stated that it would be nice for the band to know what is going on. Gena stated she gets asked a lot of questions about why things happen, but she does not have the answers.
- Elizabeth Goble encouraged Gena to ask questions of the Board, and to direct members to email the info account if they have any questions.
- Ron Bailey stated that other bands have a membership page inside of the website where they can log in and view meeting minutes.
- Gena Riehl suggested it could also be an update to the band after each Board meeting.
- Elizabeth Goble reiterated that she would bring the question to the Board at its next meeting. The Board would need to consider time and resources if making any changes.

11. Constitution and By-Law Changes

- Amendments can only be made at the AGM.
- All submissions must be posted (in Writing) 30 days prior to AGM to be eligible for consideration.
- No submissions were received.

12. Confirming Resolution

Moved by Jess Bauman, **seconded** by Vanessa Beaver that all acts, by-laws, proceedings, appointments, elections, contracts and payments enacted, made, done and taken by the directors and officers of the Oxford Winds Community Concert Band from June 15, 2018 to present, are hereby approved and confirmed.

Motion Passes

13. Next meeting

Board Meeting: To Be Determined

AGM: June 11, 2020

Adjournment

Moved by Kent Boniface, **seconded** by Gena Riehl that the meeting be adjourned.

Motion Passes

Adjourned at 7:57pm

/jb