

**NEWCOMBE SINGERS**  
**Board of Directors Meeting Minutes-**  
**Feb 16 , 2022**

**By Zoom call**  
**Chaired by President, Peter Beliveau**

Peter opened the meeting at 2:00 pm.

**In attendance**

John Sease, Peter Beliveau (chair), Heini Mathis, Sheila Grigg, Norma Jee, Deanna Hutchings (recorder), Cherry Osborne, Dawn Johnson, Linda Troke.

**1. Agenda**

The agenda provided by Peter Beliveau was accepted with the additions of discussion of return to live rehearsals, and salary and contract renewal for Robert Dukarm. Moved by John Sease and seconded by Norma Jee.

**2. Minutes**

Minutes of last meeting, Jan 19 were adopted without changes. Motion to adopt the minutes made by Heini Mathis and seconded by Sheila Grigg.

Additionally, Minutes of special meeting of Feb 2 required one minor amendment. Heini Mathis moved to accept the amended minutes; Linda Troke seconded the motion.

**3. Action items from the Feb 2 special meeting re Music Director Search activities**

John Sease sent required pertinent documentation to the Music Director Search Committee members.

Dawn Johnson discussed the potential need for Kristina Stevens and herself to share duties as interim music directors if required. Kristina agreed to do so, with Dawn, if there is no other option.

Peter Beliveau spoke with Peter Dent to ascertain if he would be willing to serve as an Interim music Director while the choir engages in the Search for a new music director, and until such time as a new Director could begin the role. Peter Dent is willing to do that and will accept a temporary position if the Board requests same. He is offering significant flexibility and will be our interim director until such time as he is not required. That includes conducting a performance, or supporting the rehearsals and then stepping aside for a new conductor to conduct a performance if they begin the role during the performing season. This offers the choir a lot of flexibility through this time of transition.

**Decision:** Motion to invite Peter Dent to be our Interim Director during this time of transition with the flexible terms he has offered. Motion presented by John Sease and seconded by Linda Troke. All were in favour.

Thanks to Dawn and Kristina for their willingness to serve as interim director if required.

Dawn is prepared to work with choir members or choir sections on technical development IF they want it.

#### **Action items from the Jan 19 BOD meeting**

As discussed Peter Beliveau has sent a donation cheque of \$500 to St Mary's Church.

#### **4. Recommendation of Music Director Salary**

In depth discussion about the salary of the Interim music director, Peter Dent, and for an incoming new Music Director.

Peter Beliveau discussed with Peter Dent his salary with a local choir he currently directs; we learned that he is paid by the hour for that position. Discussion ensued re what salary or hourly rate to pay. Peter Beliveau provided us with an hourly rate comparison chart. It was proposed that we pay Peter Dent \$75 an hour for the interim period he serves. This is reasonably aligned with the salary range he currently holds for another community choir.

Peter Beliveau discussed with Erica her salaries of past community choirs to better understand the salary range of music directors.

Norma Jee made inquiries of grant applications and located information regarding funding bodies such as the Victoria Foundation and VanCity. The grant application cycles involve applications submitted three times a year; in Feb, May and Sept. Norma will explore this further.

Discussion followed as to what salary we can offer a new Music Director, particularly given that we've learned that our current Music Director salary is very low. Discussion ensued: multiple perspectives were shared.

Motion posed by Norma Jee that the selection committee can offer up to \$10K per annum if required. Seconded by Linda Troke

Vote: was unanimous

#### **5. Search committee and search process**

Discussion regarding the search process and timeline for closing search. The length of time to post is influenced by the season, the time of year, and the timing of the performance cycle. We do want to cast the net far and wide.

Motion posed by John Sease that the search time frame go through to September and that the search committee convene soon. Seconded by Dawn Johnson.

**6. Renewing Robert's contract.**

Robert is prepared to renew his contract.

**7. Repertoire for fall concert.**

Peter reports that Erica has offered to review the selection of music for the fall concert, if the music committee would find that helpful.

**8. Return to in person rehearsals**

Erica and Robert agree with returning to in person rehearsals. St Mary's is agreeable to same. Choir members will remain fully masked throughout the rehearsal. As before, the sanctuary will be well ventilated, using open door and windows with seating in every other pew, and social distance between choristers. Piggy Bank will also resume.

Tom Fyles will continue to provide an online option for those who are not ready or able to return to in person rehearsal.

**Next performance:**

Next performance will be on May 8.

**Meeting Close**

Peter adjourned the meeting at 3:22 pm

**Next meeting will be: Wed, March 16, 2022**

Prepared by D Hutchings

Accepted March 16, 2022