

**Newcombe Singers**  
**Minutes: 2021 ANNUAL GENERAL MEETING**  
**Tuesday, August 17, 2021**  
**John Sease's garden at 2670 Eastdowne Road, Victoria, BC**  
(with in-person and Zoom participants)

Meeting convened at 2:39

**1. Quorum Established**

John Sease, president, established that there was a quorum in attendance.

In person attendees: Peter Beliveau, Tom Fyles, Heini Mathis, Hildi Banting, Pam MacKenzie, Katharine Odgers, Patricia Hofstrand, Cherry Osborn, Cathy Stephenson, Linda Troke, Erica Phare-Bergh (Music Director) , Barbara Forsyth, Norma Jee, Barbara Preston, Pam Copley, Deanna Hutchings (recorder) , Jane Jones.

Zoom attendees: Ed Uhlig, Jean Howell, Audrey Beliveau, Joan Laharty

Regrets sent: Sheila Grigg, Phil Rogers

**2. Agenda Review and Approval**

Noted that the AGM notification and proposed AGM Agenda required correction of the date, from 17 August 2020 to 17 August 2021. Corrections made.

**3. Review of Minutes of 2020 AGM**

The following corrections were required: addition of Jean Howell's name to the list of attendees, spelling corrections required for the names of Katharine Odgers, Patricia Hofstrand, Joan Laharty and Cathy Stephenson. With these corrections identified the minutes were approved.

Motion to adopt the corrected minutes for Newcombe Singers AGM Minutes of 2020: moved by Cathy Stephenson. Seconded by Cherry Osborn. Carried by a majority vote.

**4. Reports from Directors**

President Report- John Sease

John referred us to the written President's August 2021 Report circulated in advance of the meeting. He is stepping down after 4 years of holding the President's Office and is letting his name stand for Vice President for the forthcoming year. Not all choirs in Victoria made it through this COVID year. Many folded. But Newcombe Singers kept on singing. John thanked the choir, the board and Erica for keeping the singing going throughout the year, in its various

iterations and acknowledged the superb skills and commitment of the 5 choir members who mastered technical skills to produce our virtual choir and updated website. Thanks to Erica and our Technical Team aka “Dream Team” for your efforts.

Artistic Director Report: Erica Phare-Berg

Erica referred to her Artistic Director’s August 2021 Report circulated in advance of the meeting. She reiterated her gratitude and appreciation for the willingness of members to turn up each week, on Zoom and in person as we were able. Erica presented her plan for next year’s music repertoire, describing the theme and the titles involved. All of the rehearsal files for these songs are now on our NS website. The Theme for this fall will be *Reflections of Winter*. The fall repertoire will be outlined at the close of these minutes.

Vice-President and Choir Manager Reports- Peter Beliveau

Peter reports that given that there were no performances this year of any nature, the responsibilities as both Vice President and Choir Manager were simpler than in “normal times”. That said, however, there were new duties that included identifying and implementing COVID safety protocols in alignment with the 3 bodies of authority: Provincial Public Health Orders, BC Anglican Diocese protocols and BC Choir protocols recommendations. The Vice President has continued to manage the insurance portfolio for the choir. This coming year, Peter steps into the role as President.

Secretary Report: Barbara Preston

Barbara referred to the Secretary’s Report circulated prior to the AGM. Thank-you for your 3 years of service as secretary Barbara, particularly given that 2 years of this service was that of a non-singing member. Your services were appreciated.

Treasurer Report: Linda Troke

Linda presented a summary of finances for 2020-2021, a summary of assets and liabilities and a proposed budget involving 3 potential scenarios: a year with no performance, one performance, or 2 performances. These are outlined in the Treasurer’s Report August 2021 circulated in preparation for this AGM.

There was general discussion about potential ways to generate more revenue in the fall and a reminder to all members that donations to the Newcombe Singers are receiptable for tax purposes. Board will need to explore options for revenue generation in the fall.

Motion: to adopt the treasurer’s report as presented. Moved by Linda Troke and seconded by Norma Jee. Carried by a majority vote.

## Librarian Report: Heini Mathis

Heini referred to the Librarian Report August 2021 circulated in preparation for this AGM. Due to COVID protocols circulation and distribution of hard copies of music were kept to a minimum through use of PDF distribution electronically to members. Members were reminded to destroy the pdf copies once the season is over unless we are singing the same song in the next term. The fall season repertoire has been included in the Librarian August 2021 Report. Heini reported that rehearsal fines for the fall season are already uploaded to our website, under Members tab.

## Membership Report

This report was submitted by Sheila Grigg and Phil Rogers and circulated with the advance AGM materials. John Sease read out the report which summarized our membership numbers per term. In the fall term, there were 45 paid members; in the spring term, there were 39 including 5 new members. Currently, there are 4 new persons expressing interest in joining in the fall.

## 5. New Business

### COVID Update & Proposed Rehearsal Plan Fall 2021

John Sease described the responses from the survey circulated via a google poll to members in August. 37 respondents replied and indicated that 37/37 respondents are fully vaccinated.

Peter Beliveau reviewed 3 key factors about COVID protocols that Newcombe Singers are required to implement. We are responsible to adhere to not just one but to three governing bodies that set forth public safety measures to reduce the risk of COVID virus and variant transmission.

- BC Provincial Public Health Orders
- BC Anglican Diocese
- Our Choir protocols

Based on those parameters, the following plan for the fall return to rehearsals will entail: 2 - 45 minute rehearsal segments with a 15 minute interval that will include opening doors to circulate fresh air into the church. We can have 50 persons present at rehearsal, ensuring social distance between choristers. All choristers are to wear masks when indoors.

Current information: the Delta variant is more transmissible than earlier variants and the original virus. 5-10% of vaccinated people can still contract COVID, albeit with a reduced symptom burden than unvaccinated persons.

Discussion ensued re COVID factors.

Motion put forth:

Be it resolved that all singing members of the Newcombe Singers must be full vaccinated against the COVID-19 virus at least 14 days prior to attending any in person rehearsal performances, or other functions of the Newcombe Singers. Moved by Heini Mathis and seconded by Audrey Beliveau. Carried by a majority vote.

Thrifty Smile Card Fundraising Program Update- Thrifty's has altered their method and amount of support for community organizations. Their new method requires advance purchase, new technology methods and reduced sums of eligible support. The new methods are not viable for Newcombe Singers. We will need to consider other forms of revenue generation.

Proposed Budget for 2021-20 22- Motion to accept the Budget was conducted following the Financial Report as previously described.

## **6. Election of Executive Directors & Directors at Large.**

Peter Beliveau presented Audrey Beliveau's slate of nominees. Audrey was attending for this meeting via Zoom.

The Board did an update of director's duties this year; this will be posted on our website along with the constitution and bylaws. Peter described the work of the board and roles of directors at large. Eg. An appointee is a person who serves the board, offering specific expertise, but is not a voting board member. An example of this is our archivist, Cherry Osborn.

Peter Beliveau will stand for President  
John Sease will stand for Vice-President  
Deanna Hutchings for Secretary  
Linda Troke for Treasurer.

**Directors at large are:** Dawn Johnson, Norma Jee, Heini Mathis and Sheila Grigg

That makes 8 Board members in total.

Peter - President and Choir Manager

John - Vice- President

Deanna- Secretary

Linda- Treasurer

Dawn- Music committee member

Norma- Wardrobe

Heini- Music Librarian

Sheila Grigg- Membership

**Appointees:** who perform duties but have no vote on the Board but report to the Board:

Cherry-archivist

Audrey and Sheila Randall- hospitality

Sheila Randall- Website facebook

Tom Fyles- Website coordination and video streaming.

**Section Leads:** Sheila Randall -Sopranos

Norma- Altos

Tom Fyles-Tenors

Phil-Bass

As required, Peter Beliveau called three times for nominations from the floor.

Motion to accept this slate for the forthcoming year: Moved by Linda Troke, Seconded by Tom Fyles. Motion carried by a majority vote.

#### 7. **Recognition and Thank You.**

A hearty thank-you to Erica, Robert, and the Technical Wizards behind the curtains during rehearsals and Virtual Choir videos.

Linda Troke was accepting membership applications today at the AGM.

Peter thanked John for his years of service in his role as President.

August 24, 2021/dh

Approved May 17, 2022