



## MINUTES ANNUAL GENERAL MEETING 2017 Melbourne

Saturday 17<sup>th</sup> June 2017

### 1. OPENING

The President, Bill Broughton declared the AGM open at 9.40am.

#### 1.1. Present:

**Executive:** - Bill Broughton (President), Adrian Loone (Vice President & Tasmanian Councillor)  
Tony Schraven (Executive Officer)

- **Councillors:** Megan Stapleton (Vic); Rob McCormack (WA); Annette Ries (Qld); Matt Klohs (NSW); Patricia Keep (SA) via Skype.

**Observers:** Tanya Torpey (Qld), Peter and Alida Quigley (Tas).

### 2. APOLOGIES

Nil.

### 3. PRESENTATION OF CREDENTIALS & AGM DECLARATION

The credentials of all members were confirmed, and the declaration was made by the President for the purposes of incorporation.

### 4. VALE: SALUTE FOR DEPARTED COMRADES

The President called for a reflection segment to honour those members of the band community who had passed away during the past twelve months. The following individuals were mentioned by name: Barrie Hill (WA), Norman (Cobber) Burnett (NSW), Elaine Markham (NSW), Don Cushion (Tas), Ray Smith (Tas), Phil Carnes (Qld), Margaret Bolster (Qld).

**Vale:** Remembering departed comrades.

*A minutes silence for reflection of these and other unknown departed colleagues followed.*

### 5. CONFIRMATION OF CONFERENCE HOURS

This was decided as an informal get together of Council members available on Friday evening.

Saturday 17<sup>th</sup> 8.30am to suitable completion

Sunday 18<sup>th</sup> 8.00am to inspection of venues and then completion of conference by 3pm.

### 6. CONFIRMATION OF MINUTES

**AGM and Conference** Launceston June 17<sup>th</sup> to 19<sup>th</sup> 2016

Moved **Megan Stapleton** Seconded **Adrian Loone** that the minutes be accepted as a true and correct record.

**CARRIED**

**Conference** Melbourne November 25<sup>th</sup> to 27<sup>th</sup> 2016

Moved **Megan Stapleton** Seconded **Adrian Loone** that the minutes be accepted as a true and correct record.

**CARRIED**

## 7. BUSINESS ARISING

Nil

## 8. CORRESPONDENCE

Some comment was made by the Executive Officer to provide clarification. Letters of interest for reference purposes were included in the agenda for the Conference. An extensive list of email exchanges both inward and outward was tabled.

Moved **Annette Ries** Seconded **Rob McCormack** that the correspondence be accepted.

**CARRIED**

## 9. REPORTS

### 9.1 PRESIDENT'S REPORT

**President Bill Broughton** provided a written report which he read to the conference.

Moved **Bill Broughton** Seconded **Rob McCormack** that the President's report be accepted.

**CARRIED**

### 9.2 CONSULTATIVE MUSIC COMMITTEE REPORT

There being no specific functioning of this group over the past year there was no report to be considered.

### 9.3 EXECUTIVE OFFICER'S REPORT

The Executive officer tabled his written report to the conference which included some comments on the Tasmanian National Championships, the issues with return of, and damage to trophies both before and after the Championships, the role of Public Officer and the financial report as below.

#### 9.3.1 Financial Report

The Executive officer explained the content of the financial report which contained a printout of the bank statement and a record of outstanding income and expenditure for the year 2016-17.

A reconciliation report was unable to be presented as a printer was not able to be connected to the NBCA's laptop.

Moved **Tony Schraven** Seconded **Rob McCormack** that the Executive Officer's reports be accepted.

**CARRIED**

## 10. HONORARIUMS

### Currently set at:

Executive Officer	\$1000.00
President	\$ 500.00
Vice President	\$ 400.00

Moved **Rob McCormack** Seconded **Megan Stapleton** that the Honorariums be paid at the above rate.

**CARRIED**

## 11. NBCA FEES

### 11.1 State Affiliation Fees

#### Currently set at:

Qld, NSW,	
Vic, SA & Tas	\$700.00
WA	\$400.00

A discussion was entered into on the subject of affiliation fees and it was agreed to raise them across the board by \$50.00.

Moved **Megan Stapleton** Seconded **Matt Klohs** that the Affiliation Fees be raised by \$50.00 across the board so they would be \$750.00 and \$450.00 respectively.

**CARRIED**

## 12. CONTEST FEES

### 12.1 Contest Fee

It was noted that the current fee paid by the State Organizing Body for conducting the National Championships is set at \$2,500.

The Councillor for NSW, Matt Klohs queried what this Contest Fee was for, and the Councillor from Queensland, Annette Ries responded.

There was discussion about whether this fee should be increased.

Motion **Rob McCormack** Seconded **Adrian Loone** that the current fee remain in place for 2018, and be increased to \$2,750.00 for 2019. **CARRIED**

### 12.2 Band Entry Fees

This matter was deferred till later in the conference until after the Victorian Band League presentation.

#### Currently set at:

Band entry \$400.00

Solo entry \$40.00

Party/percussion \$70.00

Motion **Megan Stapleton** Seconded **Rob McCormack** that the Band entry only, be increased to \$450.00, and the other fees remain the same. **CARRIED**

## 13. ELECTION OF NBCA OFFICER

### 13.1 NBCA President

One nomination has been received and properly endorsed. Bill Broughton is seeking a second term as President.

Motion **Pat Keep (SA)** Seconded **Annette Ries (Qld)** that Bill Broughton be accepted as President for another two years. **CARRIED**

### 13.2 NBCA Vice President

No nominations were called prior to the meeting.

Motion **Annette Ries (Qld)** Seconded **Megan Stapleton Ries (Vic)** that Adrian Loone be accepted as Vice President for another two years. **CARRIED**

**Business being then finalised the AGM was closed @ 10.35am**

## **NBCA ANNUAL CONFERENCE**

**Saturday 17<sup>th</sup> June 2017**

**Conference convened @ 10:45am**

### 1. **REPORT ON PROPOSALS FOR 2019 from Queensland**

Annette Ries reported that Queensland has had their first preliminary meeting. Discussion had been around the most relevant matters included in the Planning Document.

Venues had been narrowed down to two. One being City Hall which was to be investigated further by Annette Ries. The other venue is ERPAC and Somerville House.

The Championships will be held in Brisbane, and the QBA are working with NZ to try and bring out an adjudicator from the UK.

The schedule would be as per NBCA requirements, and Thursday may be used for school bands, depending on the holidays.

Yamaha would be sponsors for \$15k.

There is discussion proceeding on lighting, A/C and acoustic issues in ERPAC. No formal roles have been filled as yet.

## 2. ITEMS ARISING OUT OF PREVIOUS MINUTES

- 2.1 Item 1 from bansw email of June 12<sup>th</sup> concerning proposed motions from November and June. There were no motions proposed from the November Conference, and the minutes from the June Conference are posted on the website.
- 2.2 Live Streaming, Brassbanned have not given any feedback to Adrian Loone who had been tasked with forming up some sort of contract with Tim Kelly. There were no issues with Tim Kelly from Brassbanned, or with the guys from 4 Bars Rest who attended the Nationals. The NBCA need to have the power of Veto over any advertising. Megan Stapleton will draft a proposed contract to present to Tim Kelly. The NBCA rely on trust with Tim for the live streaming and need to consider what we do to not damage the relationship.
- 2.3 The timing of payment of affiliation fees was fixed in the review of the Constitution, so will be checked when we get to that item.
- 2.4 There was discussion on the November Conference minutes to clarify the understanding of the moving over to electronic banking. Councillors agreed that Annette Ries will be the second approver, and needs to go to a Westpac bank and obtain a customer ID so she can be added to the account.

## 3. CONFERENCE REPORTS

### 3.1 Tasmania 2017 Report

Peter and Alida Quigley presented their report on the 2017 Launceston National Championships. There was an estimated \$2.5m injected into the Launceston economy. The support from Launceston Council was great, even back to the display at the previous nationals in Gawler (SA) in 2016. There was a discussion on the different sponsors in relation to naming rights for the Championships. Peter and Alida encourage all Organizing Committees to seriously consider a gala concert, as it brings in more funds. There were 29 adjudicators used over the weekend. The live streaming is arranged via the Organizing Committee and Tim Kelly. There was some discussion around the nature of band scheduling, coping with the requests, and trusting the integrity of the adjudicators. The band schedule has to be out prior to permits.

Motion **Rob McCormack (WA)** Seconded by **Megan Stapleton (Vic)** thanking Peter and Alida Quigley for attending the Conference and submitting their report. **CARRIED**

### 3.2 Contest Liason Officer Report

Annette Ries (Qld) presented her CLO report. There was a query as to who picks people to be on the NMCC, and the response was that it is the NBCA President's role to do that. While the Championships on the whole ran well, there were issues on Monday. Annette Ries suggests that a small booklet and other paraphernalia required to run a solo room be developed for volunteers who help run the Solo and Party day.

Motion **Annette Ries (Qld)** Seconded **Rob McCormack (WA)** that the CLO report be accepted. **CARRIED**

**The Conference adjourned for lunch at 1:00pm and reconvened at 2:00pm.**

### 3.3 2018 Victoria Planning report

Megan Stapleton (Vic) presented her report to the Council. The final test piece proposals will be sent out to Councillors by September 2017. It is proposed that the street march be held at the school grounds, and this is to be inspected on Sunday morning along with the new venue. The proposal to use three adjudicators generated some discussion on the things that may arise out of this. Three sets of comments would be good for bands but there was apprehension about having three sets of points. Do you go to the chief adjudicator for results in relation to ties etc? All marks to go to the NBCA and only the final result to be made known. Having three adjudicators in 2018 does not set a precedent for Organising Committees for future National Championships.

Motion **Megan Stapleton (Vic)** Seconded **Adrian Loone (Tas)** that the planning report be accepted. **CARRIED**

## 4. MOTIONS ON NOTICE

### 4.1 SABA Motions

#### Motion: 1

#### Regulation 4.2

4.2.1 Except as provided in 4.2.2 a player may nominate to play with one (1) band and only one (1) band in each category as defined in Regulation 5.1

4.2.2 A Junior playing member may nominate as a member of both a school or student representative band and a non-school junior band in the same junior band category

#### **Move to amend this regulation to add Clause 4.2.3:**

4.2.3 A permit under regulation 4.6 is required in order for any player to play with any second or subsequent band in any given category (as defined in regulation 5.1) beyond which the player has nominated under 4.2.1, and 4.2.2 where applicable, noting the limit that 4.6.2 imposes upon bands in relation to the number of permits for instrumentalists.

#### **Rationale:**

Propose the addition of NBCA Regulation 4.2.3. The proposed regulation seeks to clearly outline what is anyway believed to be current practice. In the absence of proposed regulation 4.2.3, the relationship between the regulated system of nomination under 4.2 and the use of permits under 4.6 is not clear and it is therefore not clear for what purpose a permit would be used.

The proposed regulation seeks to clearly outline what is anyway believed to be current practice. In the absence of proposed regulation 4.2.3, the relationship between the regulated system of nomination under 4.2 and the use of permits under 4.6 is not clear and it is therefore not clear for what purpose a permit would be used.

Moved: Patricia Keep SABA Councillor

Seconded: Annette Ries QLD Councillor

A lengthy discussion took place on the best way to make the alteration to the regulation understandable, and the whole regulation was amended to read,

#### **REGULATION 4.2**

Any player can nominate to play with one (1) band, and only one (1) band in each category as defined in Regulation 5.1, except when,

- 4.2.1 A junior member can nominate as a playing member of more than one (1) junior band without being recognised as a permit player.
- 4.2.2 A permit under Regulation 4.6 is required in order for any player to play with a second or subsequent band in any open category as defined in Regulation 5.1.

Motion **Patricia Keep (SA)** Seconded **Annette Ries (Qld)** that the motion as agreed after the discussion be accepted.  
**CARRIED**

#### Motion: 2

#### **REGULATION 2.1.7**

2.1.7 The On-Stage March to be played as part of the On-Stage Championship shall be a march selected by the competing band exclusively from the NBCA Prescribed March List (PML). The PML is included as Appendix 'A' to the NBCA Yearbook, published annually. This list will be reviewed annually and additions made and included in the yearbook published in September of each year. Only marches included in the PML are deemed eligible for the On-Stage Championships. All submissions must be received by the NBCA Executive Officer by August 1st each year.

**Move to amend this regulation:**

That regulation 2.1.7 be amended to include a statement of criteria for any piece of music being eligible for inclusion on the Prescribed March List (beyond that its nomination be received by the NBCA Executive Officer by August 1 each year, as is currently all that is stated

#### **Rationale:**

The SA Band Association notes the defeat at the 2016 NBCA Conference of its motion proposing abolition of the NBCA's Prescribed March List through abolition of regulation 2.1.7.

While preferring abolition of the Prescribed March List, the SA Band Association considers that clear criteria should apply for inclusion on it for so long as bands are limited to selecting pieces so included. Without a statement of criteria, it is the SA Band Association's view that there is no statement offering clear understanding as to what regulation 2.1.7 is designed to achieve beyond that bands be confined to a deemed selection and our view is that such confinement ought not be an end in itself.

As proponents of abolition, we don't propose to suggest the criteria for inclusion but we are no less convinced that criteria should apply for so long as the Prescribed March List applies. This position is consistent with rationale provided for the motion defeated in 2016, reproduced below

#### **BACKGROUND:**

Defeated Motion Rationale:

The Music Advisory Board (MAB) of the South Australian Band Association (SABA) is constituted and appointed by the Association's Executive Committee to assist the Executive in conducting the business of the Association by providing music-specific advice, including but not limited to the conduct of National and State Championships.

In the course of considering Test selections and other matters relating to National and State Championships, MAB members have on occasion discussed the merit or otherwise of the PML's existence.

Matters considered by MAB members include that: • The NBCA's regulations are silent on the criteria for a piece of music being eligible for inclusion on the PML other than that they be received by the NBCA Executive Officer by August 1st each year • As far as MAB members are aware, SABA member bands have displayed little or no interest in identifying unlisted marches for inclusion on the PML • MAB members are aware that, for a recent SABA State Championship for which marches included in the PML were required to be played, a number of SABA member bands initially nominated to play an unlisted march only to change their selection upon having the matter brought to their attention. As far as MAB members are aware, the initially chosen marches were nevertheless not submitted for consideration for inclusion on the PML.

MAB members note that, while the NBCA's regulations are silent on the criteria for inclusion on the PML, almost all inclusions follow a similar structural formula for a military march.

MAB members are neither persuaded that the PML will ever be a comprehensive list of marches suitable and desired to be played nor that the testing on a stage and typically indoors of such music of outdoor origin is of any particular inherent benefit to our movement.

MAB members recommend that the SABA put a motion to the NBCA to abolish regulation 2.1.7.

Moved: Patricia Keep SABA Councillor

Seconded: Annette Ries QLD

After some discussion it was agreed to hold this motion over for consideration and further discussion, and to find out more information to assist in putting together a Statement of Criteria for additions to the PML.

The march list may have to be separated again into two lists. Bill Broughton and Matt Klohs will look at this, and may need to know version numbers for pieces as well.

The first step will be to do up criteria, and the second step will re-do the PML/s if needed.

## **5. GENERAL BUSINESS**

### **5.1 NZ band query**

There is a query from a NZ band about what grade they should compete in at the 2018 Nationals. After some discussion it was decided that Regulation 5.2 is to be discussed and reviewed for the next Conference in Brisbane in November.

The query is to be passed on to Megan Stapleton (Vic) and Adrian Loone for a decision to be made.

### **5.2 Public Officer**

Bill Belcher has resigned from the position as Public Officer, effective from the 1<sup>st</sup> March 2017.

Tony Schraven has been in touch with Robert Bedwell to see if he is interested in taking on the role. Robert responded on the Thursday night before the Conference, and has printed off the required forms and has sent them to the Executive Officer. Once received, they will be sent to the Dept of Fair Trading in NSW.

Motion **Robert McCormack (WA)** Seconded **Annette Ries (Qld)** that Robert Bedwell be accepted as Public Officer, and that a letter of thanks be sent to Bill Belcher. **CARRIED**

**5.3 Airline travel to and from National Championships**

A number of queries had been received about the transportation of large instruments to National Championships at no cost. Information was unable to be found.

Peter Quigley said that an airline had offered chartered flights for travelling bands, and free moving of large gear with reduced amount of luggage. This had come too late to be taken up.

Patricia Keep will seek to find out about this.

**5.4 Regulation 8.1.2 discussion**

The Council was informed that the only Certificates that had YAMAHA on them were the Certificates of Appreciation. It was not placed on any of the Championship Certificates.

**5.5 Regulation 8.2 discussion**

There was a discussion on the issues that occurred this year with the perpetual trophies, either being damaged, or not returned in time for presentation.

Megan Stapleton is to draft a letter that will go with all perpetual trophies.

Annette Ries will draft a letter that is to go to Central Coast Brass Band, for their misuse of the Fireman's Helmet trophy.

Tony Schraven to draft proposed changes to Regulation 8.2 for the 2018 Conference.

**5.6 BANDNSW email of June 12<sup>th</sup> 2017**

This email was tabled and each point discussed.

There appears to have been comments made by the adjudicator at the results of the Open B Grade Brass.

Tony Schraven to write a letter to the adjudicator voicing the concerns of the NBCA to complaints made after the B Grade Brass presentations.

After discussion of all the items, Matt Klohs (NSW) said he was happy to feedback to bandnsw.

**Marlene from VBL joined as an observer at 5:45pm.**

**5.7 Mail from Rowen McBride**

Questioning adjudicator marks in the Open C Grade Concert Band Competition. It was noted and has been commented on in the CLO report. The Council will look at ways of avoiding this in the future.

**5.8 Mail from Joshua Sprake**

Feedback has been given to Joshua by the Tasmanian Contest Organizing Committee.

Regarding the turn in the street march, some criteria needs to be developed to provide information to participating bands.

**5.9 Mail from two junior musicians.**

The meeting considered a letter from two junior musicians who competed in several bands in the National Championships held in Launceston noting challenges and concerns with the scheduling.

Bill Broughton to write to the two young musicians thanking them for their letter and their interest, and informing them of the schedule requirements that were set to suit all bands, which has taken a number of years to set up.

**5.10 National Music Consultative Committee**

After some discussion the Council feels that this Committee should be chaired by the President. Regulation 6.8 to be reviewed for next Conference.

**5.11 Ratification of CLO and Contest Supervisor duty statements.**

All Councillors were happy with the duty statements as written. Annette Ries will send them to the Executive Officer electronically for addition to the Contest Guidelines.

**Conference adjourned at 6:15pm.**

## Sunday 18<sup>th</sup> June 2017

### Councillors carried out inspection of new second venue and proposed street march option

The new second venue is **Xavier College**, Barkers Road, Kew. Entry is via Charles Street for best access to music building.

The music building is the Eldon Hogan Performing Arts Centre.

The stage is modeled after the Melbourne Concert Hall stage. It is 14m wide and 11m deep without the back curtain. An extra 2m can be added to the front of the stage.

Seating is tiered and has a capacity of 440, some less if the stage extension is used.

There is lift access to the stage.

Proposed to use the Green Room as the warm up room. There is no bleed through to the stage.

Percussion is stored to the rear of the stage area.

Main case storage room is proposed to the Main Store Room. Change Rooms can be used for case storage as well.

Proposed audience entry at top rear of auditorium, or bottom front.

Dalton Room will be the office.

The Street March is proposed to be held on the roads within the school grounds. The proposed route takes three minutes from start to finish, and has two change of direction opportunities. This venue is proposed because of the challenges of trying to find a road venue and the additional expenses that would be incurred to have all the necessary road closures etc.

The other venue which is Methodist Ladies College was viewed at the November Conference, and the notes on that venue are copied below.

Walking time between the two music venues is approximately 7 to 9 minutes, which is a large difference from the 30 minutes between the venues originally proposed.

#### **Methodist Ladies College**

James Tatoulis Theatre – to be a solo and ensemble venue as well

Tiered seating

362 seats on flat floor

Adjudicator situated in back row

Flockhart Hall warm up room

Band will enter from the left and exit to the right – looking from the front of the stage

Two case rooms

Lift available between floors

Two big classrooms on level 4

Music Staff Room for trophies etc

Fitchett Chapple – one way in and the same way out

Photos can be done on the stairs

### **Conference reconvened @ 10:45am**

#### **5.12 Constitution**

Adrian Loone once again provided the computer expertise to review the Constitution as it stood after the November Conference.

As it was being reviewed, a number of issues arose that brought discussion and some changes, as well as some motions.

Adrian Loone will produce the final document after the Conference, and from there it will be circulated as a Special Resolution for consideration at the November 2017 Conference in Brisbane.

The version from this Conference will need to be circulated to the States for consideration in September, and all feedback to be through the NBCA Councillors.

Motion **Matt Klohs** Seconded **Rob McCormack** that the membership fee for Councillors be \$00.00 for the coming year.

**CARRIED**

Discussion on Equalisation occurred to clarify what happens. Executive Officer is to try and find some paperwork or rules about it.



The role of Vice President as a third member of the Executive, and that a Councillor cannot hold an Executive position as well, was decided.

Motion **Megan Stapleton** Seconded **Rob McCormack** that the NBCA will cover the costs of the three Executives, and for equalization purposes, costs will be totaled and then divided by 7, the Executive counting as one, to apply from 1st August 2017.

The Executive Officer is to check with the previous Officer to see who pays for any facility to hold the AGM on the Friday night of the Conference.

Councillors then reviewed the clauses as referred to in the Constitution, and any discrepancies, were rectified.

The Constitution would be dealt with as a Special Resolution at the November 2017 Conference in Brisbane. November 25<sup>th</sup> and 26<sup>th</sup> are the dates.

While the Executive Officer is away in August and September, Adrian Loone will take care of any Council communications.

Nil feedback on the proposed Constitution as reviewed will mean that states are happy with it.

For all business of the NBCA, the Executive Officer is to deal with the Councillors only.

Other items for discussion or some other action that were not dealt with at this Conference, but can be looked at prior to the next one.

1. Scheduling and Draws.
2. Player pass tickets and door charges.
3. Social media and the placement of National music prior to Championships.
4. Requirement booklet for volunteers especially on Solo and Party day.
5. Electronic signatures on player declaration forms.
6. Question requirement for two signatures on Statutory Declarations, as in Reg. 4.6.4.
7. Use of bass guitars instead of tubas.
8. Question why a hymn has to be in a published hymnal.

## **6. NEXT CONFERENCES**

**November 25<sup>th</sup> – 26<sup>th</sup> 2017          Brisbane**

**June 15<sup>th</sup> – 16<sup>th</sup> – 17<sup>th</sup> 2018          Brisbane**

## **7. CLOSURE OF CONFERENCE**

### **Vote of thanks**

A vote of thanks was extended to Megan Stapleton and her committee for the hospitality and facilities provided for the 2017 conference.

This was suitably endorsed by everyone present

**President Bill Broughton thanked everyone for their attendance and input into the conference.**

**Conference was closed @ 15.00pm**