

Midland Concert Band Board of Directors Meeting
Wednesday, November 16, 2016

Christianson Residence

Attendance:

Sue Bovid
Matthew Christianson
Kasee Diaz
Patrick Heider
Mary Huss
Rachel Morr
Ellen Peden
Jim Schutz
Mara Simanskey

The meeting was called to order at 6:40 PM by the Chair, Mary Huss.

Secretary position: Position is vacant. Proposal to move Patrick to secretary and appoint Kasee as Director of Advertising. Jim moved and Mara seconded. Approved.

Previous Meeting Minutes: (Patrick)

September 21, 2016 minutes were read by all present and no corrections were needed. Jim moved to approve, Rachel seconded, and the October 19, 2016 minutes were approved.

Chair's Report: (Mary)

Bylaws: Discussed changing bylaws to officially remove board and appointed members' names. This will require approval from the band with advanced notice. Further action will be held until a draft is available for the board to review and then submit to the band.

Tickets: Discussion of having Midland Center for the Arts handle ticket sales. This would allow for better tracking of sales but will incur a cost. Rachel also proposed setting up a store on the website where we could sell tickets electronically using Square to handle the transactions. Mary, Mara, and Rachel will get more details on the exact costs and options available to the band.

DVD of concert: A copy of the DVD will be going to Midland Community TV for broadcast. Another copy will go to Joel. Additional copies can be generated by Greg Bovid for \$10 each. Copies cannot be sold to the public, but can be sold to performers to recover expenses. Proposal to sell copies to the band for \$20 each to cover the original production and copy costs. Jim moved and Ellen seconded. Approved.

Conflict of interest forms: Mary will distribute and collect conflict of interest forms for the board members.

Director's Report: (Joel, remote by phone)

No business to report.

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Treasurer's Report: (Sue)

Financial report: Submitted to the board. Acceptance moved by Mary and seconded by Rachel. Approved.

Audit: Dick Scott will be performing an audit of the band's financial records. Dennis Peden is also available to provide assistance. Sue is preparing the required documentation.

Dow foundation: Progress report is due February 1, 2017 and new grant applications are due February 15, 2017.

Association of community bands: Sue will be paying the band's fee to maintain membership in the organization.

Director of Hospitality's Report: (Jim)

Flower policy: Currently the bylaws description of who gets flowers from the band is vague. Discussion whether this should be in bylaws or members handbook. Additionally, members handbook requires similar approval as bylaws which makes updating this difficult. This will be addressed in proposed bylaw amendments.

Food for December concert: Decided to reduce the food purchased for the concert to limit the amount of leftover food that goes uneaten.

Poinsettias: Decided to allow band members to buy poinsettias for \$20 each and buy them to display at the concert then have the member who purchased take the poinsettias home. This was done to avoid having them left over without anyone to take them after the concert.

Director of Education's Report: (Ellen)

Middle school scholarship: Circulated form for 7th and 8th graders to apply for scholarship. Herter has agreed to hold positions for scholarship winners. Exact number to hold will be decided in February once applications have been returned.

Pamela J. Rowe scholarship: Ellen will be sending the application info for the Pamela J. Rowe Endowed Music Scholarship Fund to the Midland Area Community Foundation.

Director of Printed Materials' Report: (Matthew)

Photo of band: A new photo of the band would be good to include in future programs. Matthew will look into who has done this for the brass band and inquire if they could photograph the band at the December concert.

Director of Marketing's Report: (Mara)

Circulated flyer for December concert.

Director of Tickets and Special Projects' Report: (Rachel)

October concert tickets: Sales picked up as the concert approached.

Mentoring program: Email has gone out to coaches. Request is for them to drive the program by setting up their own sessions at the list of schools. Only one mentor has responded so far. Rachel will reach out to additional mentors.

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Free tickets to special groups: Discussed providing tickets free to nursing homes, women and children shelters, Big Brothers and Big Sisters, etc. to increase attendance at concerts. Ellen will look into possibilities for this.

Director of Advertising: (Kasee, provided by Patrick)

Advertisements: Businesses with outstanding payments for ads have been contacted to get payment.

Historian's Report: (Kasee)

Digitization: Kasee is currently scanning photos from band scrapbooks. She has requested additional help from the band.

December Board Meeting: Mary will invite appointed positions to the December board meeting. Attendees will be requested to fill out personality profile for teambuilding activity.

Jim moved and Mary seconded to adjourn. The motion was approved and the meeting adjourned at 8:30 PM.