

Ypsilanti Community Band Board Minutes  
November 10, 2008, 7:30 PM

Call to order 7:40

Attendance:

Carter Adler  
Jerry Robbins  
Alan Aldworth  
Jon Kennedy  
Howard Fillmore  
Marge Taylor  
Nathan Sparks  
Paul Vaughan

Tardy:  
Trinka Benedict

Absent:  
Rebecca Cheskidov  
Beth Askew  
Sandy Wagner  
Aaron Taratsas  
Jim Wagner

Approval of previous minutes (September, October) (Nathan, Jon, 5, 0, 0)

Reports:

-President: (Carter)

- Proposed 'Friend of YCB'- talking with Eric Walters- Time permitting (there wasn't enough time)

\*Trinka arrives.\*

-Treasurer: (Alan) The 2008-2009 budget was emailed to the board and is attached in its entirety at the end of these Minutes. Hard copies were available.

Jerry: I have an observation. I am unsure where payment for music is on here. (J.W. Pepper)

Alan: The last 'paid' I have was September 13, 2008.

Jerry: It isn't on here.

Alan: It is in the wrong 'bucket'.

Jerry: Page three in...?

Alan: Pg 4 in copying music, it ought to go into...? (\$299.97)

Jerry: That is new music.

Alan: We will move it.

Jerry: I am also troubled that we have 80 people on the roster and only have \$550, which is only enough for 27 people.

Paul: I still need to do some reconciling.

Jerry: I have created a list but have no idea how many have paid.

Carter: do you have record, Paul?

Paul: Yeah, but not with me tonight.

Carter: Any new people not paid?

Paul: It should work out.

Carter: Any more Questions about the budget?

Alan: the \$550.00 is accurate. Was it put in wrong?

Paul: Some people made donations that covered their dues.

Alan: If they made a donation that covered it- maybe as many as 20 people.

Carter: There is still something wrong.

Paul: There was an increase in hardship waivers.

Carter: Not thirty-three waivers?

Paul: There are a few who have not paid yet.

- Proposal to change financial institutions (-Deferred)

Carter: Do you have a report on financial institutions?

Alan: I only met with Bank of Ann Arbor, not with Ypsilanti Area Credit Union.

Carter: we will defer that then.

Alan: Trying to get attention with all the trouble that financial institutions are having- getting a donation may be trouble.

-Secretary: (Trinka)

September and October Minutes hard copies were passed out, for those who could not read the attachment in the emails I sent. I was unable to move the text from my home computer to my work computer for emailing as anything other than an attachment. I will be getting internet at home this month (YAY) if AT+T is on its game. Hopefully, this will clear up issues with the differences between versions of Word™.

-Conductor: (Jerry) (report submitted via email- reproduced in its entirety at the end of these minutes)

Just a few things to add:

I would like to keep track of goals. We seem to be generally on track. We need to keep going.

Band Shell Development:

Ypsilanti Depot Town CDC submitted a proposal to Ann Arbor community Foundation. If it gets accepted, there will be stuff for arts to take advantage of, whether we get the Pfizer money or not.

The 30 Year History:

I continued on with the 30 year history. (Volume II 1985-1992 was passed around) It needs a little tweeking and I will be moving on to Volume III.

The 30<sup>th</sup> Anniversary:

I want an agenda, tonight or next time, and to ask the business manager to get something from the State of Michigan (see Suggestions)

Regarding the September Minutes:

The Library committee BEGGED me to keep it under 20. I want everyone to realize the ramifications of that. It would mean duplicating music over and over.

Jon: I suggest not more than 20 out 'at a time'.

Jerry: I made a schedule for them to pick up the music, etc.

Paul: It was said in jest- I openly apologize for that. The Library committee was not 'itself' last summer- Losing Monica, with Sandy off

and not leading. This leaves Bruce, Andy, and Jon. It will be better if we try again. We should work better. You are the Musical director you choose whatever we play. And that has worked well throughout. No one is saying 'cut'.

Jon: Yeah!

Carter: I think the schedule is right 7-8 per concert.

Jerry: I just want to understand what the board wants. We do everything twice and sometimes three times.

Nathan: I am under the impression that we would hurt the audience.

Are there any more volunteers for the Library Committee?

Paul: They are getting ahead and as long as the core group is together they will get us ahead.

-Library: (Carter) (report submitted via email- It is attached in its entirety at the end of these minutes.)

Is there space to add cabinets?

Paul: If we do it strategically. The conductor has space in his file room. There would be access problems (locked) IF we do the rolling cabinet (with the current music in it) there would be no need to access the locked area.

Jerry: As the Library continues to grow, we have stuff we won't use but once in a blue moon. Create and inactive file in Mike's file room.

Paul: Mike is looking at better more efficient storage- building shelves.

Nathan, is there anything on the file cabinet?

Nathan: No, nothing yet.

Paul: We may want to buy a Quality new 2 drawer cabinet

Carter: There is property committee money for it.

Paul: Aaron is supposed to work on a list of needed items.

Carter: Music file- talk to Sandy for dealing with it and Work out space with Mike.

Paul: Do we have a complete list of music?

Jerry: Yes.

Paul: A master list?

Jerry: It is a shared list. No one has changed or contributed to it

Paul: How much reserve material?

Jerry: Two would take care of it.

Nathan: What size? Legal?

Jerry: Yes.

Paul: 2 is- worst case- under \$100- ???

Jerry: So the group says go ahead and plan for summer?

Carter: Yes. Anything.

Jerry: I will give them a schedule again.

- Business Manager: (Paul)

- Approve Red Cedar performance (Saturday, 2/28/08 at 5:30 PM)

Do I need to get board approval to re-approve Red Cedar?

Carter: No need to re-approve.

Jerry: It is at 5:30.

Carter: we will be in Red Cedar in the Closing position.

Howard: How did we get into that position?

Paul: Our first choice was the middle of the day. Our second choice was the end of the day. And our third choice was the beginning of the day. We got our second choice.

Jerry: We had a good audience there last year- they wanted to be there.

Carter: Further discussion?

Howard: How many songs?

Jerry: There is a 45 minute time limit- including getting on the stage and off. Generally 30 minutes for music. 3-5 pieces, marches and others.

Jerry: There will be duplication between the February 26<sup>th</sup> concert and the 28<sup>th</sup>, of course.

Howard: Are we recording it?

Carter: They will record it.

-Operations: (Paul)

If we could critique our set up and take down.

We are working on our lighting.

I gave a disk to Aaron to give to Jerry. (did you get it?)

Jerry: Yes. Feed back: On and off was impeccable and a good quality recording.

Paul: More people to pass out flyers and take donations. Thank you!

Christmas carols @ Ypsilanti- Music tomorrow.

Pease Auditorium will have EMU Police volunteers.

Do we need the piano? (Jerry: No.)

Set up for the balcony:

Do we need chairs or stands only?

Jerry: chairs for the horns and tubas.

Paul: How many?

Jerry: High Schools are not cooperating

Paul: Best guess?

Jerry: Ours plus one or two for the high school students.

Paul: Chairs?

Jerry: Chairs for everyone. I would prefer the top of the stairs and there is a wide aisle-way. If we get too spread out we will have trouble keeping together.

Paul: Elevator?

Jerry: Yes.

Paul: 12 chairs and 30 music stands.

Marge: Should we bring our own?

Paul: If they will set up for us no charge then let them do it.

\*Will there be audience there? (who said this?) \*

Marge: They liked it during the tour (of Pease), we can block it off.

Jerry: We could block one stairway and have the brass only, then the other stairway for public.

Alan: At a lot of concerts he likes to sit in the balcony. There are better acoustics and sight-lines than anywhere.

Jerry: Yes you are right. Seats are small. (??)

Alan: I like one side blocked off.

Marge: The side only?

Alan: Bias one side- block 1 stair and 1 aisle and the center aisle. We would have one side.

Paul: Bottom line- Ask for 12 chairs and 30 stands and the auditorium staff to set it up.

Nathan: Will there be a section for VIPs?

Marge: Should we have a section?

Nathan: Specific guests we invited- we should have something.

Paul: If the governor had been there, then yes.

Jerry: On the other hand people will sit wherever.

Paul: Take into consideration who we are acknowledging or bringing up to the stage.

-Schedule: (Paul) Depot Town has given us open dates (Tuesday and Thursdays) I am working on a schedule.

Carter: We can have our choice of June and the first half of July?

Paul: I don't recommend the 1<sup>st</sup> or the 4<sup>th</sup>.

Carter: Let's put that off till next month.

Jerry: Whole board (??)

Carter: our discussion on when to do two (2) depot town concerts.

Paul: I am picking up the Bulletin board. We can put on it: board and committee reports, a list of the board members, contacts and special notes.

Paul: Any questions? (A general 'no')

\*Paul leaves room to make call.\*

- Publicity: (Marge)

\*Yellow sheet ("Publicity Committee Report for November 2008") passed out.\*(The text of this has been attached at the end of these minutes.)

- Preparing some sort of electronic and/or print "30th anniversary season" brochure/promotional piece to give dates/times/places of concerts, info about band, etc.?  
(Something of this sort has been prepared for previous anniversaries.)

Marge: There has been no thought on this yet. December 11 has taken up all the time.

- 30th Anniversary logo

Carter: Do you have a logo?

Marge: I gave the ideas to Dave Heikkinen at Heikks Custom Embroidery is working on a good deal for embroidery getting examples for December concert for ordering. They would make a great Christmas present. Do we want to do that for the December concert or wait till January? We will have a table for the promotional items- or to order them. Should we pursue this?

Nathan: The shirts are cool!

Trinka: I want a shirt!

Carter: if we can get some samples of logos we can pass around to make a decision.

Marge: Do we want dates on the shirts/logos?

Howard: How about "Founded ..."

Trinka: Maybe "Established"?

Marge: I can bring logo ideas to practice (not tomorrow) for passing around.

Carter: Any more thoughts?

Marge: Set the colors? (No)

Carter: No black/white, Khaki.

Marge: If you look at the yellow sheet. ("Publicity Committee Report for November 2008")

-There have been 'save the date' emails and cards distributed and flyers and posters.

-There is a meeting this Wednesday with Val Kabat and the rest of the YCB and YCC joint committee. It will let me know how things are going and get a list of places to put up posters.

-The Senior Centers sub-committee report on Wednesday.

-Pam Young Volunteered to help.

-The Tower Inn will have pre-concert specials, posters and a wooden sign.

\*Jerry signed a letter inviting the Ypsilanti Chamber of Commerce.\*

-We can send 400 to the members of the Chamber of Commerce at \$.42 each  
-it will be under \$68.

-We are working on a dormitory 'date-night' flyer.

Carter: Is school out at that point?

Marge: It is first day of finals

Jerry: Matt Miller's mother is in Campus Life- see her.

Carter: we have allocated \$500 and only spent \$29 last year. GO WILD!

Marge: I've got student's to help. How do we do the mailing?

Jerry: Go with first class. So we stand out.

Marge: Do we use stamps or a meter?

Carter: Stamps. Use holiday ones.

Marge: I have gotten a card with a good map on it. I will do a copy of it in black and white for the band members. The order of events will be multi-color.

Carter: Questions?

Marge: things to add:

Busses with seniors: Are we directing busses? Is there a place for parking them? Any thoughts?

Carter: Do they have other events like this?

Jerry: Paul can contact the EMU police force and find out how they normally drop off from busses.

\*Paul returns\*

Paul: We can arrange in advance for the bus parking.

Marge: Do we know if we are sending special invites?

Paul: Yes I will reconfirm with the Director of the State of Michigan History, Arts and Libraries

Jerry: The President of EMU

Paul: We need to invite all of our main supporters.

Jerry: We must invite the whole council and not be selective.

Paul: One of the new council members stood up and invited the whole council. We should use him for our champion?

Carter: Everyone I talked to at the primary, opponent and mayor...

Paul: If you have an 'in' we should use it.

Carter: I am writing a letter to the Mayor and city council.

Jerry: Keep track so we can use that information in the announcements.

Paul: Make a list of "minimals": (we can add to it- keep 6 people).

Marge: We can use that on Wednesday.

Paul: Governor Granholm is going to be on the Obama transition team.

Marge: Shouldn't we have someone to greet the VIPs?

Jerry: Not Choir or Brass. We need a woodwind player who can greet.

Paul: I am not going to play with brass and meet with the volunteers and detail.

Jerry: You are both to be a volunteer and meet the politicians?

Howard: I am not doing both.

Marge: We need to draft a woodwind then?

Paul: Yes.

Marge: Do we need people to walk with them to Roosevelt Hall?

Jerry: The invitation needs to specify going to Roosevelt Hall for the party.

Paul: Food Cost?

Marge: We are meeting with students; Angel Food Catering is donating part of it- a chocolate fountain people are putting in for it. Right now it is costing us nothing. We will need plates etc.

Paul: If we have 70 people coming with one guest each? Think about- it if you need money. Let us know if people need to bring things.

Marge: Ok.

- Fundraising: (Rebecca) Absent

- Personnel: (Paul)

- Progress report on goal to have 85 paid (including hardship authorization) members on the roster, "including recruitment of players where sectional targets not met. Focus on reducing absenteeism, especially for summer [2009] performances; focus on membership promotional materials; develop policy on short-term use of non-member players when there will be a shortage in some section for performances."

Paul: I will compare Jerry's list to mine and reconcile Jerry's tabulation of goals for each instrument and zero in on sections hurting most (Clarinets)

Matt Miller is sending emails/phone calls tracking down people to coax them back.

Paul: I had death of a close friend of the family and have to leave. We can get the tribute (30<sup>th</sup> anniversary) no problem. We can get Representative Smith again.

- Short rehearsal followed by social event on 12/16/08 - still on?

Carter: ½ for new music and ½ for light social event?

Paul: Yes, do we need to announce it? What sort of turn out are we looking at?

Carter: It has been announced. (not recently)

Paul: turnout may be light?

Carter Points:

- Band shell:

Any Band Shell Updates? (Jerry: No)

- Awards

Anything new from the awards committee? (Paul: No) Add the tributes to the awards committee's responsibilities.

Paul: (To Jerry) Could you bring in the tributes you received so everyone can see them?

Jerry: Yes.

Carter: Holiday concert? Marge: No.

Jerry: Having trouble with high school students. The high school responses have been restricted to Ypsilanti High, Lincoln High and Whitmore Lake High school.

Lincoln High has a concert on December 11<sup>th</sup>. Ypsilanti High (Matt) said "maybe". We have not heard from Whitmore Lake High yet. However, Milan (who has not been contacted at all) wants to play!

Paul: What do they play?

Jerry: 1 trumpet and 1 trombone.

- Social event for family members and friends in the spring? Marge: No thought of that yet.

- Property- Carter issues (Jerry's emails)

-Transportation of equipment to and from concerts

-Goal to own our own vehicle.

-Already have in place for fundraising for purchase next year however Paul has gotten us an excellent deal.

-Suggest we abandon idea of owning our own transportation.

Options:

- 1) Maintenance goal (figure out costs etc. type and actual purchase.)
  - 2) Simply remove it as a continuing goal.
- Good deal

Paul: I do this for the University it takes about \$2000/year for maintenance. South State Street U-haul is less than \$2000 a year—financially there is no incentive to purchase and the current 'in' with U-Haul is not changing. Liz is in good standing.

Jerry: Can you elaborate? What if Liz is not there?

Paul: We invited her boss (District lead) to your anniversary concert. The cashiers were coding the event wrong. She has corrected from no cost to \$5.95 and is now in good standing. They are using our tax free ID. Her evaluations are growing up with no indications replacing her. They are getting revenue in return.

Carter: I suspect, if she gets replaced or the location closes, there are similar companies we could get a good deal elsewhere if need be.

Paul: That is always possible and if I need to move or resign, I would pass on the information.

Howard: Any checking on vehicle types then?

Paul: The vehicles have miles on it and maintaining it is a lot.

Howard: What are the pros and cons for owning vs. renting?

Carter: We use it four Spring concerts load then keep it for Tuesday, Wednesday, and Thursday nights. Most of these 4X3 days (12) and 2days at a time in the summer= 14 which equals actually using the vehicle 28 days a year. Then we have to park it somewhere. (Paul- You could park it here at Huron Valley Ambulance) Is it worth buying a vehicle?

Alan: The battery would be dead every time we try to use it.

Jerry: I have flip/flopped. I was previously in favor of owning because we were paying a good deal of money and we didn't need to unload on Thursday nights. It tipped in the other direction with the good deal that we are getting.

Paul: South State U-Haul is convenient for Aaron and Tom and we have our choice.

Carter: Motion?

Paul: Show that goal as 'accomplished' by having this deal.

Carter: The goal calls for 'owning'.

Nathan: What if we put "if this comes to an end"?

Jerry: I prefer to use option 2.

\*Motion to use option two (to remove 'to own our own form of transportation for our equipment' from our list of continuing goals). Moved: Nathan, Howard (6, 0, 0 passed)

-Stands & stand racks: (Carter and Jerry)

Jerry: (see his reasons in emails)

Carter: What adds to the hardships is that many wire stands are incapable of holding the black folders without music and/or in the wind or with the stand lights. Funding is not the problem, but the storage and transport of them is.

Paul: We will have to update the size of (LIGHT BULB going off) if we use Manhasset we can't use the same truck, but we might be able to use and transport the fold-up type.

Carter: Will it hold up in the wind?

Paul: We could use sandbags to weigh them down.

Carter: How many would we have?

Paul: 38 stands.

Carter: 52 More stands at ...

Paul: \$19.95 (that is individually- as a group we may be able to get a deal)

Carter: What about size for storage and transport?

Paul: If we are smart about how we store and transport, we can do it.

We could have a sign-out for the stands.

Carter: can we transport them in the current truck?

Paul: Yes.

Jerry: What is the minimum space needed (folded)

Paul: a bit bigger than a brief case.

\*Discussion of the logistics of a fold-up stand.\*

Paul: If we order 52 they would come in boxes to keep them in.

Carter: Any Questions?

Paul: Let me discuss with Aaron

Alan: Would we use them in rehearsal?

Carter/Paul: We would use them as we need them.

Alan: What if we bough enough for everyone and assigned one when you sign up/pay your dues?

Paul: We don't get music and folders back. I don't recommend it.

Jerry: For outside the wire stands are not good enough.

Carter: The stand lights don't work well with my stand. We need to have solid stands.

Alan: If we do this and others want to go in on the fold-up stands we could open it up to band members to order.

Paul: For right now I need to discuss it with Aaron.

New Business:

-Theme for CD recording in 2010-11. (Carter)

Punt- Think about themes for CD Recording, 2011 is enough lead time for it. The top goal is to sell CDs. See Jerry's emails for example of themes.

Paul: Should I contact John Reeves? -For use of his Big band/music/equipment?

Carter: No, I will do it.

Jerry: I have had no luck in finding volunteers for rehearsals, etc. I am thinking of going to seniors with a hand out 'Volunteers Sought' and putting the committee chairs on it. Please give feedback on the hand out.

Adjourn: (Carter) 9:43 PM

# YCB 2008-2009 BUDGET

(Approved, June 24, 2008)

| <i>Income</i>                                       | Budget<br>2006-07 | Budget<br>2007-<br>2008 | Actual,<br>as of<br>May 31<br>08 | Approved<br>Budget<br>2008-<br>2009 | Actual<br>June -<br>Oct31<br>2008-2009 |
|---|-------------------|-------------------------|----------------------------------|-------------------------------------|--|
| <b>General Fund</b>                                 |                   |                         |                                  |                                     |  |
| Balance brought forward                             | 2,949.42          | 110.00                  | 110.00                           | 4,641.88                            | \$ 4,641.88                            |
| "Plug" to account for unreconcilable prior balances |                   |                         | -497.52                          |                                     |  |
| Pie sale event                                      | 475.00            | 957.00                  | 957.00                           | 0.00                                | \$ -                                   |
| Pep band, Dexter-AA Run                             |                   | 500.00                  | 500.00                           | 500.00                              | \$ 500.00                              |
| Concordia University event                          |                   | 200.00                  | 200.00                           | 0.00                                | \$ -                                   |
| Lakeshore Apts/Fireworks event                      |                   |                         |                                  | 1,000.00                            | \$ 1,000.00                            |
| Riverside Park, DT CDC grant                        |                   |                         |                                  | 450.00                              | \$ 405.00                              |
| Milan performance                                   |                   | 300.00                  | 300.00                           | 300.00                              | \$ 300.00                              |
| UA performance                                      | 1,000.00          | 1,000.00                | 1,000.00                         | 1,000.00                            | \$ 1,500.00                            |
| Heritage Festival performance                       | 100.00            | 150.00                  | 150.00                           | 150.00                              | \$ 150.00                              |
| Unrestricted donations (includes YAF)               | 3,000.00          | 10,000.00               | 9,782.00                         | 10,000.00                           | \$ 1,360.00                            |
| Restricted donations                                | 400.00            | 900.00                  | 900.00                           | 560.00                              | \$ -                                   |
| Advertising in printed programs                     | 500.00            | 1,520.00                | 1,520.00                         | 1,700.00                            | \$ -                                   |
| Dues, Fall  | 1,400.00          | 1,420.00                | 1,420.00                         | 1,000.00                            | \$ 550.00                              |
| Dues, Winter/Spring                                 | 1,500.00          | 1,000.00                | 1,020.00                         | 1,000.00                            | \$ -                                   |
| Concert Sponsorships                                |                   |                         |                                  |                                     | \$ 3,000.00                            |
| Other Performances                                  |                   |                         |                                  |                                     | \$ 1,000.00                            |
| Other   | 100.00            | 1,080.00                | 768.50                           | 100.00                              | \$ -                                   |
| Subtotal, GENERAL FUND                              | 11,424.42         | 19,137.00               | 18,129.98                        | 22,401.88                           | \$ 14,406.88                           |

(continued on next page)

| <i>Income (continued)</i> | Budget<br>2006-07 | Budget<br>2007-<br>2008 | Actual,<br>as of<br>May 31<br>08 | Approved<br>Budget<br>2008-<br>2009 | Actual<br>June -<br>Oct31<br>2008-2009 |
|---------------------------|-------------------|-------------------------|----------------------------------|-------------------------------------|--|
| <b>Folder Fund</b>        |                   |                         |                                  |                                     |  |
| Folder deposits           | 700.00            | 300.00                  | 310.00                           | 300.00                              | \$ -                                   |
| Subtotal                  | 700.00            | 300.00                  | 310.00                           | 300.00                              | \$ -                                   |

| <b>Bowman Scholarship Fund</b>            |           |           |           |           |              |
|---|-----------|-----------|-----------|-----------|--------------|
| Donations                                 | 265.00    | 7,675.00  | 8,508.00  | 10,000.00 | \$ -         |
| Subtotal                                  | 265.00    | 7,675.00  | 8,508.00  | 10,000.00 | \$ -         |
| <b>TOTAL ALL FUNDS</b>                    | 12,389.42 | 27,112.00 | 26,947.98 | 32,701.88 | \$ 14,406.88 |
|   | Budget    | Budget    | Actual,   | Approved  | Actual       |
|   | 2006-07   | 2007-2008 | as of     | Budget    | June -       |
|   |           |           | May 31    | 2008-     | Oct31        |
|   |           |           | 08        | 2009      | \$           |
|   |           |           |           |           | 2,008.00     |
| <b>Expenditures</b>                       |           |           |           |           |              |
| <b>General Fund</b>                       |           |           |           |           |              |
| (Conductor)                               |           |           |           |           |              |
| New music                                 | 1,700.00  | 2,040.00  | 2,104.36  | 2,240.00  | \$ -         |
| New music from Bowman Fund                |           |           | 900.00    | 560.00    | \$ -         |
| Guest artists                             | 100.00    | 400.00    | 450.00    | 450.00    | \$ 100.00    |
| (Business Manager)                        |           |           |           |           |              |
| Facilities rental/payments                | 360.00    | 160.00    | 160.00    | 0.00      | \$ 181.00    |
| Red Cedar fees                            | 175.00    | 175.00    | 175.00    | 175.00    | \$ 175.00    |
| PO Box rental                             | 50.00     | 40.00     | 40.00     | 40.00     | \$ -         |
| C of C dues                               | 250.00    | 250.00    | 235.00    | 250.00    | \$ -         |
| ACB dues                                  | 60.00     | 50.00     | 50.00     | 50.00     | \$ -         |
| MSBO dues (labels for 07-08)              |           |           | 5.86      | 75.00     | \$ -         |
| Fed/state fees/charges                    | 100.00    | 100.00    | 20.00     | 50.00     | \$ -         |
| Recordings                                | 100.00    | 1,068.00  | 1,077.00  | 50.00     | \$ -         |
| Supplies/postage/misc                     | 100.00    | 100.00    | 183.18    | 150.00    | \$ 305.96    |
| Copier repair                             | 500.00    | 0.00      | 0.00      | 0.00      | \$ -         |
| Non-music copying                         | 250.00    | 100.00    | 0.00      | 100.00    | \$ -         |
| Professional services (legal, acct, etc.) | 325.00    | 0.00      | 0.00      | 100.00    | \$ -         |
| Business Manager discretionary fund       |           |           |           | 400.00    | \$ -         |
| Support for members to attend ACB         |           |           |           | 1,000.00  | \$ -         |
| BLFAC Adult Camp                          |           |           |           | 200.00    | \$ 190.00    |
| (Publicity)                               |           |           |           |           |              |
| Printing of programs for concerts         | 550.00    | 1,100.00  | 734.62    | 1,150.00  | \$ 128.01    |
| Publicity/PR/Advertising                  | 600.00    | 600.00    | 29.15     | 500.00    | \$ -         |
| Web site services                         |           | 50.00     | 0.00      | 50.00     | \$ -         |
| (continued on next page)                  |           |           |           |           |              |
|   | Budget    | Budget    | Actual,   | Approved  | Actual       |
|   |           |           | as of     | Budget    | June -       |
|   |           |           |           |           | Oct31        |

| <b>Expenditures (continued)</b>       | 2006-07   | 2007-2008 | May 31 08 | 2008-2009     |                  |
|---------------------------------------|-----------|-----------|-----------|---------------|------------------|
| (Property)                            |           |           |           |               |                  |
| Timpani final payment                 | 2,361.00  | 0.00      | 0.00      | 0.00          | \$ -             |
| Other equipment                       | 500.00    | 2,000.00  | 1,395.52  | 2,500.00      | \$ 621.00        |
| Equipment repair                      | 0.00      | 200.00    | 0.00      | 100.00        | \$ -             |
| Truck rental & gas                    | 1,000.00  | 2,300.00  | 1,710.09  | 1,500.00      | \$ 348.60        |
| Web site services                     | 50.00     | 0.00      | 0.00      | 0.00          | \$ -             |
| Insurance                             |           | 1,002.00  | 1,281.00  | 1,400.00      | \$ 1,276.00      |
| (Fund-Raising)                        |           |           |           |               |                  |
| Expenses associated with fund-raising | 200.00    | 2,000.00  | 1,704.06  | 3,500.00      | \$ 1,490.46      |
| (Library)                             |           |           |           |               |                  |
| Copying of music                      | 1,200.00  | 1,000.00  | 395.12    | 1,000.00      | \$ 299.97        |
| Band library supplies                 | 50.00     | 650.00    | 39.00     | 100.00        | \$ -             |
| Folder purchase                       | 300.00    | 0.00      | 504.56    | 0.00          | \$ -             |
| (Personnel)                           |           |           |           |               |                  |
| Social activities                     | 100.00    | 300.00    | 200.94    | 400.00        | \$ -             |
| (Treasurer)                           |           |           |           |               |                  |
| Bank fees                             | 25.00     | 25.00     | 0.00      | 25.00         | \$ -             |
| Financial system back up fee          |           |           |           | 50.00         | \$ -             |
| (Other)                               |           |           |           |               |                  |
| Flowers for guest artists             |           | 60.00     | 54.64     | 0.00          | \$ -             |
| Copies of "Goodman" issue of Advance  |           | 39.00     | 39.00     | 0.00          | \$ -             |
| Contingency                           |           |           |           | 1,500.00      | \$ -             |
| Subtotal                              | 11,006.00 | 15,809.00 | 13,488.10 | 19,665.00     | \$ 5,116.00      |
|                                       | Budget    | Budget    | Actual,   | Approved      | Actual           |
| <b>Expenditures (continued)</b>       | 2006-07   | 2007-2008 | as of     | <b>Budget</b> | <b>June -</b>    |
|                                       |           |           | May 31    | <b>2008-</b>  | <b>Oct31</b>     |
|                                       |           |           | 08        | <b>2009</b>   | <b>2008-2009</b> |
| <b>Folder Fund</b>                    |           |           |           |               |                  |
| Folder returns                        | 750.00    | 0.00      | 0.00      | 50.00         | \$ -             |
| Subtotal                              | 750.00    | 0.00      | 0.00      | 50.00         | \$ -             |
| <b>Bowman Scholarship Fund</b>        |           |           |           |               |                  |
| Scholarship expenses                  | 0.00      | 1,200.00  | 1,045.00  | 1,200.00      | \$ -             |
| Subtotal                              | 0.00      | 1,200.00  | 1,045.00  | 1,200.00      | \$ -             |

|                             |           |           |           |           |             |
|-----------------------------|-----------|-----------|-----------|-----------|-------------|
| TOTAL EXPENDITURES          | 11,756.00 | 17,009.00 | 14,533.10 | 20,915.00 | \$ 5,116.00 |
| <b>GENERAL FUND BALANCE</b> | 418.42    | 3,328.00  | 4,641.88  | 2,736.88  | \$ 9,290.88 |

|                                   |  |  |  |          |             |
|-----------------------------------|--|--|--|----------|-------------|
| <b>FOLDER FUND SUMMARY</b>        |  |  |  |          |             |
| Brought forward, June 1, 08       |  |  |  | 1,010.00 | 1,010.00    |
| Budgeted additional income, 08-09 |  |  |  | 300.00   | \$ -        |
| Budgeted expenditures, 08-09      |  |  |  | 50.00    | \$ -        |
| Estimated carry-forward to 09-10  |  |  |  | 1,260.00 | \$ 1,010.00 |

|  |  |  |  |           |             |
|--|--|--|--|-----------|-------------|
| <b>BOWMAN SCHOLARSHIP FUND SUMMARY</b> |  |  |  |           |             |
| Brought forward, June 1, 08            |  |  |  | 8,508.00  | \$ 8,508.00 |
| Budgeted additional income, 08-09      |  |  |  | 10,000.00 | \$ -        |
| Budgeted expenditures, 08-09           |  |  |  | 1,200.00  | \$ -        |
| Estimated carry-forward to 09-10       |  |  |  | 17,308.00 | \$ 8,508.00 |

|                               |              |
|-------------------------------|--------------|
| Total Cash Balance per budget | \$ 17,882.80 |
| Cash per Balance Sheet        | \$ 17,882.80 |

## CONDUCTOR'S REPORT

Ypsilanti Community Band

November 7, 2008

### YCB Major Things I've done Since the October Board Meeting:

1. Conducted rehearsals at WLHS on October 14 and 28 and November 4 and at WCC on October 21.
2. Conducted YCB concert (my 10<sup>th</sup> anniversary) on October 23 at WCC.
3. Updated the opening (index), concerts, and about us pages on the YCB web site. Had great difficulty getting links to work and sought help from EMU Computer Science Department to "fix" this. Updated the YCB Handbook and re-posted that.
4. Have been involved in various emails related to work of the joint YCB/YCC committee planning the "Yule in Ypsi" concert event. Have distributed "hold the date" publicity items to numerous people via email and to several groups in person.
5. Prepared and sent several informational emails to the entire "greater" (app. 150 names) YCB mailing list, and made/distributed hard copies to those who don't get email; prepared and sent several emails to Band Board on various matters. Have done additional work in reconstructing my "group" (i.e., Band Board, Band) mailing lists. (To avoid being considered spam, anything I now send out to the "greater" YCB mailing list goes out in six increments, i.e., the same message is sent to six parts of the total list.) Have updated my "greater YCB" email list with contact information from relatively new members.
6. Have arranged (added horn, treble clef euphonium, tuba) parts for the brass/organ "Sonata" piece for the December concert and rehearsed it twice with the YCB brass section. Have prepared, from

personal music, copies of carols to be played by brass choir on December 11. These will be distributed at rehearsal on November 11.

7. Have been in communication with the YCC conductor re various logistics for the December concert.

8. Toured Pease Auditorium (main floor and stage, balcony, and basement) with representatives of the joint planning committee. There is a lot of equipment there (stands, chairs, percussion) if we get permission to use.

9. Have invited the brass sections from the schools where we have a “history”—Ypsilanti High, Lincoln High, and Whitmore Lake High—to join with YCB brass section in playing carols from the balcony of Pease before the December concert starts and to perform in a brass/organ antiphonal number at the beginning of the concert. Milan HS found out about this in a different way and is sending two brass players. (I’ve written and emailed with those players, and they have music and general information.) Lincoln HS has a band concert that same night, so no brass players are available from there. WLHS has promised to let me know of possible brass players on Monday, November 10. There was an early “maybe” from YHS, but subsequent emails have produced no response as of this writing.

10. Have continued to work with the official roster for Fall 08. Discovered two players who had been attending regularly but whose names I didn’t have (and who were thus left off the printed program for the October concert). These have been added to the roster, along with the names of persons who have joined the Band in recent weeks. The total now stands at 80 (goal = 85), presumably all of which have “settled up” financially (dues or hardship waiver or donation in lieu of dues). This roster has now been distributed, via a Google shared document, to those with a “need to know”—Adler, as president; Vaughan as business manager and acting Personnel Committee chair; Simonson-Bloomfield for printed program purposes; Pagels for fund-raising purposes; and Miller for birthdays (see below). There are still numerous “empty cells” in the total roster information for which information needs to be gathered.

11. Have prepared (and distributed to Board and Personnel Committee) a list of persons who have appeared on one, two, or three of the most recent rosters, but who are not on the current roster. Matt Miller is in process of checking on each of these people to find out, if they are still in the area and we don’t already know of a good reason, why they aren’t playing with us at the present time. (Several have already reported “see you after the holidays.”)

12. Still no takers from request to have some relative(s)/friends(s) who would assist with YCB personnel matters. Have responded to an individual who offered to do volunteer work for YCB and referred him to various committee chairs to try to “make a match.”

13. Matt Miller has agreed to send out email birthday greetings to YCB members (for whom we know the birthday), starting with two on November 11. I’ve offered to try to get more of the missing birthdays.

14. Permission has been sought and received to post the major portions relating to YCB of the recent issue of the *Journal of the Association of Concert Bands* to the YCB web site. Jim McGraw offered to prepare this material for posting, but it hasn’t been received from him as of this writing.

15. At Carter’s request, I identified the costs that would be involved for a person from YCB to attend the ACB convention in Houston next spring. Two columns gave estimated costs for driving and for flying. This has been distributed to the Board.

16. Jon Margerum-Leys, a former YCB assistant conductor, has agreed to play an arrangement of “Harlem Nocturne” on our 30<sup>th</sup> anniversary concert. However, we don’t own—and it’s out of print—the desired arrangement for alto sax and band. However, I have finally located another community band that is willing to make its copy available to us—although that hasn’t been received yet.

17. I am in email negotiations with a community band in Maine that allegedly owns a large stock of musical material suitable for the “Town Band” subgroup that I would like to get organized. While we have some marches that would be “period appropriate,” we don’t have much in the way of popular music of that day, period novelty numbers, and the like.

Band shell

18. As a result of action at the October Board meeting, I applied for (on behalf of YCB) and was accepted as a member of the Ypsilanti Area Cultural Collaboration (formerly the Ypsilanti Area Cultural Zone). I attended a meeting of this group on October 21 and have participated in a number of emails since that time.

As reported in more detail to the Board a few days ago, there has been an abrupt change in plans. The Ann Arbor Area Community Foundation has already earmarked all but \$400,000 of the \$1 million from Pfizer for various “cultural” things in the county. The remaining \$400,000 will go to one or two eastern Washtenaw County entities (from among four, including the YACC) based on preliminary proposals that are due in the very near future. The YACC proposal, as of the last time I saw the draft, is to do two major things: (a) create an organization/office/staff to provide support services to all the arts/cultural organizations in eastern Washtenaw county and (b) provide some tangible, quick-to-accomplish activity that would support both a number of arts organizations and economic development in our part of the county. The last draft I saw contained a number of references to performance venue, Ypsilanti parks development, etc. that strongly hint at “band shell in Frog Island Park.” (See also the report of the Depot Town CDC, recently sent via email to the Board.)

### YCB 30-Season History

19. I submitted two versions—a longer, more scholarly one and a shorter, more informal one—along with photographs, to the *Gleanings* of the Ypsilanti Historical Society. No response received as of this writing.

The longer version has been posted to the YCB web site, along with the list of all the persons whose names have appeared on YCB programs in the first 30 seasons. The shorter version was used (and distributed as a handout) in a presentation I made to the Ypsilanti PEO chapter on October 20. When I can get to it, yet another version will be submitted to the *Journal of the Association of Concert Bands*.

20. I have continued work on Vol. II of the Band’s 30-Season History in Documents. This volume will be available for Board members to examine at the November 10 Board meeting.

21. Work remaining that I have offered to do in connection with 30<sup>th</sup> anniversary includes work on Volumes III, IV, and V of documents—more work in searching out documents (especially from my personal files for the 1991 forward period of time), getting everything in archival protection sheets, arranging them in chronological order, and the like. The “time line” of major events needs editorial work and then posting to the YCB web site.

I repeat these matters from my report last month, for emphasis and, in some cases, action:

(A) My activity with this will cease with the August 2008 performances—the end of the “first 30 seasons.” Someone else will need to assume “historian” functions, beyond just “throwing things in a box.”

(B) My activity does not include “re-doing” some of the work of Sally Vukasovich (and perhaps unknown others) where, for example, photos have been pasted to a sheet, but they are neither captioned nor placed in chronological order. I’ll gladly turn this over to a “scrap booker” type. (Paul has offered his fiancé as a “scrap booker.”)

(C) This “historical” record is limited to “documents” and does not include any audio or video history of the Band. There are references in documents to recordings of the Band in its early days and there are known (if of “homemade” quality) video recordings of many concerts of the Band in the past 10 years or so. These are in addition to better quality recordings of our Red Cedar performances, the “Paul Lavalle. . . .” concert and perhaps others. Some systematic effort needs to be made to find, collect, and organize these audio and video aspects of our history.

When I am through with this current project, and after having a chance to “exhibit” these binders at our February concert, I am going to propose placing the binders of archival material in some local public-access depository, such as the Ypsilanti Historical Society, the Ypsilanti Library, or the EMU Library.

There is a considerable collection of “duplicate” materials—particularly multiple copies of a number of concert programs. I have a lot of this in my possession at the moment and Bruce Loughry tells me that there is more that is (or has been) in the music file cabinets at WLHS. Obviously, this has the potential for use in “display” material for our 30<sup>th</sup> Anniversary Concert (and for later anniversaries),

but the Board needs to make a determination about such things as who will prepare these displays, where and how much duplicate material is to be stored, and the like.

### Some Professional Development Activities

22. I had the great opportunity to hear, again, the U.S. Marine Band, “The President’s Own,” in concert in Hill Auditorium last month. While I am always impressed with the quality of this group, I was not overly impressed with the program they played. It wasn’t particularly “audience friendly.” (I first heard the Marine Band when I was in high school, when they played in our high school gym, an acoustical nightmare. I’ve enjoyed hearing them and other top bands of other branches of the military a number of times since then.)

I participated in a “Cabaret” program (playing hand bells) at the Ann Arbor First United Methodist Church last month. The remainder of the program was vocal and choral—everyone doing “show music.” The vocalists were primarily graduate students in voice/musical theater at UM and did a very good job.

I had a chance to see the Hubbard Street Modern Dance Company in the Detroit Opera House—chanced on free tickets and was far more impressed after seeing the show that I was anticipating it. Recorded music, but good and highly creatively interpreted by the dancers. Of course, the Opera House is a great performing spot to see almost any kind of show.

I’ve just returned from presenting a paper (an aspect of professional education) at a convention in Knoxville, TN. The weather was beautiful and I had a chance to walk around, for the first time ever, in downtown Knoxville. There is a walking tour of “country music” historical places, which I took. From this, I learned that, before the Grand Ole Opry started up in Nashville, Knoxville (especially its live broadcasts from local AM radio stations in the 1930’s and early 1940’s), was the “capital” of country music at the time. Almost all of the early “great’s” (Chet Atkins, Tennessee Ernie Ford, and many others) got their start in Knoxville.

--Jerry Robbins

# Ypsilanti Community Band

## Business Manager's Report

November 9<sup>th</sup>, 2008, 2008

### Fall/Winter 2008-2009

*Christmas Caroles at Ypsilanti Recreation Center.* December 5<sup>th</sup>. Tubas, euphoniums and trombones. Music ordered. Should be in on 11-10-08. \$88.00 needed for George Thompson.

*Holiday Concert @ Pease.* December 11 @ 7:30 PM. Dr. William Anderson, Director of the State of Michigan History, Arts and Libraries has confirmed his attendance. Mr. Roger Sutton, former voice of WUOM, has agreed to narrate/MC the event for us. On Tuesday, October 6<sup>th</sup> we received communications from the Governor's scheduling off ice that she will not be able to make it.

Dr. Schneider from EMU bands has asked the Music Department to waive fees for the risers (to be covered by YCC if there is a cost), piano (\$250.00) and chairs and stands.

*Winter Concert @ WCC on February 26<sup>th</sup>, 2009.* Reservation confirmed as well as rehearsal for 02-27-08. No additional information.

*Red Cedar Festival on February 28<sup>th</sup>.* We have been selected to participate with a performance time of 5:30 PM.

*Whitmore Lake Joint Concert* on April 2<sup>nd</sup> is confirmed. 7:30 PM.

### **Spring/Summer 2009**

The Depot Town folks have proposed the following open concert dates for our performances. We should review and select them as soon as possible.

*June:* Tuesday 2<sup>nd</sup>, Thursday 4<sup>th</sup>, Tuesday 9<sup>th</sup>, Thursday 11<sup>th</sup>, Tuesday 16<sup>th</sup>, Thursday 18<sup>th</sup>, Tuesday 23<sup>rd</sup>, Thursday 25<sup>th</sup>, Tuesday 30<sup>th</sup>.

*July:* Thursday 2<sup>nd</sup>, Tuesday 7<sup>th</sup>, Thursday 9<sup>th</sup>, Tuesday 14<sup>th</sup>, Thursday 16<sup>th</sup>.

Milan Recreation has also been requested to provide us with an earlier date.

The "Tribute to EMS" concert has been confirmed for Thursday, May 21<sup>st</sup>.

### **Facilities.**

Bulletin Board has come in and will be installed shortly. What should we post on this:

Ideas: Concert and rehearsal schedule.

Board and committee reports, to include conductor's and manager's report.

Listing of board members, committee chairs.

Notes (haha) of special interest.

### **Insurance.**

All paid up and in good order.

### **Equipment.**

Preliminary discussions indicate that we may be submitting a request to the board to remove the purchase of additional equipment stands from our goals. The storage and transporting of additional stands may not be practical as it is felt most of our members have a music stand that may be more appropriate for outside concerts. **Still pending confirmation.**

The four timpani wheels have arrived.

### **Awards Committee.**

Now working to communicate with local schools and music educators for the 2009 Bowman Scholarship. We will send letters to local directors by the end of the month.

### **Membership.**

See new log.

### **Library Report for October-November**

Summer music has been turned in, sorted and filed in the cabinets at WLHS. Many thanks go to Bruce, Angie and Erica for their hard work.

Fall and winter music was passed out in September first two weeks of rehearsals, and was assigned to appropriate member.

We have been working on filing cabinets to alphabetize music and checking to see if all parts are in each piece of music. We still have a lot more work to do. A couple more filing cabinets or space could help. We are running out of space to put new music. Some cabinets are full to the brim.

Erica has been scanning pieces of music and storing on CDs.

We now have 13 members, counting myself

## Publicity Committee Report for November, 2008

1. 30-year anniversary logo – should I proceed and make a couple samples (white polo shirts w/logo) to show to band members?
2. Holiday Concert Planning Committee: has been meeting since August. The next (and final) committee meeting will be Wednesday, Nov. 12 @ 4:45 p.m. at 300 N. Huron St. in Ypsilanti. This committee consists of 6 YCB members and 7 YCC members.
3. Publicity for the holiday concert on 12/11/08 is being organized by Val Kabat, a YCC member with much experience in publicity. All YCB & YCC members are being asked to participate in the following activities:
  - a. Take 5 or more “Save the Date” postcards and either mail them or hand them to someone they know.
  - b. Forward an electronic version of the “Save the Date” postcard to at least 10 people on their email list.
  - c. Share concert information with churches, condo associations, etc. – any group with a newsletter or bulletin that will publicize the concert for us.
  - d. After Nov. 15<sup>th</sup>, the flyers and posters will be printed. We will ask all members to take 5 “oversize” postcards and mail them or hand them to someone they know.
  - e. Forward an electronic version of the concert flyer to at least 10 people on their email list.
  - f. Take as many flyers as possible and POST THEM – please don’t leave them in cars or at home.
  - g. Larger posters: a limited number will be printed. Will ask members to take one only if they can post it in a PROMINENT place of business, church, etc.
4. Val Kabat will either send out press releases to all area newspapers, online calendars, etc. OR will provide the appropriate verbiage and ask committee members to help.
5. Committee members are working on a list of senior centers & residence facilities and will mail concert information to the activity directors. They will also follow-up with phone calls.
6. The committee is getting the help of Pam Young, Director of University Communications & Public Relations, to publicize our concert to the EMU community.
7. The Tower Inn will help publicize our concert by offering “pre-concert” specials and putting posters in their windows (and, possibly, outside on the wooden sidewalk sign).

8. Marge will send out a letter, signed by Jerry & Ariel, inviting members of the Ypsilanti Chamber of Commerce to post flyers for the concert at their place of business. A flyer will be included with the letter.