

Ypsilanti Community Band Board Meeting Minutes (DRAFT)

July 6, 2009 @ Huron Valley Ambulance Headquarters

Call to Order 7:15p.m. (Started with a quorum of 6; later in the meeting it increased to 7)

Present: Paul Vaughn, Catherine McMacken, Mark Jeffers, Jon Kennedy, Aaron Taratsas, Howard Fillmore, Beth Askew, Jerry Robbins, Trinka Benedict, Marge Taylor, Nathan Sparks

Absent: Carter Adler, Julie Becker, Alan Aldworth, Jim Wagner

\***MOTION:** to approve minutes from June Board Meeting: Beth, Trinka (6-0-0). Marge will edit spelling of Jon Kennedy's first name.

REPORTS:

1. President (Carter): No Report. In Carter's absence, Jerry Robbins was selected by board members to serve as the chair, *pro tem*. for this meeting. A draft agenda was provided by Jerry and was adopted by Board members for this meeting.
2. Treasurer (Alan): No Report (on vacation)
3. Secretary (Marge): No Report – provided copies of May meeting minutes.
4. Conductor (Jerry): Jerry handed out a report that covered 2 months, since he was out of town for the May board meeting. His report was emailed to all Board members prior to this meeting; also provided copies at the meeting.
5. Business Manager (Paul): Paul continues to receive requests for the YCB to schedule concerts. At this time, the concert schedule is set up until May, 2010.
  - a. EMU/Civil War event: EMU will have a Civil War event in late Sept./early Oct. (on a Tuesday or a Thursday) and the YCB Town Band has been asked to play. Carter, Paul & Jerry are all in favor of playing at this event; it's good for relations with EMU (and we may get paid a little money for playing). Carter found an authentic music source at the Library of Congress and would like to transcribe some music.
    - YCB members in the Town Band have already been selected by Jerry from a previous concert. Want to keep it to about 19 players. Jerry will confirm who is willing to play and will have some back up players.
    - Need to schedule some rehearsal times. The best dates to suggest to EMU is either Thursday, Sept. 24 or Thursday, Oct. 1. Paul V. will take these dates to folks at EMU.

\***MOTION:** Paul V. will continue to work with EMU to set up arrangements for a Town Band concert at their Civil War event in late September/early Oct. (Aaron, Trinka: 6-0-0).

6. Fundraising: No Report to the Board. There was a copy of a note to the Fundraising Committee from Walt Hancock. About 70% of YCB members have agreed to become involved in the Kroger program.
  - a. There has been a request by a former YCB member, Cindy Kamish, to remove her name from all email lists/donor lists. Cat M. will remove Cindy's name.

7. Library (Erica): No Report
8. Property (Aaron):
  - a. We now have 70 stand lights. Nothing else appears to be needed for upcoming concerts. Thought we needed some blue tarps, but a couple were donated.
  - b. One of the battery packs is not working; needs to be replaced.
  - c. Truck rental - We moved up to the next larger size truck; it actually gets better gas mileage.
  - d. Folding stand container – working on constructing a container for the stands. Some stands got wet after/during the July 1 concert.
  - e. Chairs – A question about whether or not we will be buying chairs to take to outdoor concerts. This isn't the best use of our money and we would get into issues with storing the chairs. If people need a different chair, they usually bring their own to the concert.
9. Personnel (Beth): Beth is adjusting to being chair of this committee and had the following questions/requests:
  - a. Beth needs a list of who is on the personnel committee. Also, wanted to know what was used in the past to generate cards for YCB members to volunteer for committee work when they register in September. Paul V. will give Beth a copy of what was used in the past. Cat M. said she would create some kind of committee volunteer card (with our logo) to be used during registration and throughout the year.
  - b. Red Cedar listening party: Beth wants to organize a listening party from last February's Red Cedar festival. Jerry has the tapes; Jen L. (flute) was interested in hosting the party. Beth will talk with Jen and organize a listening party.
10. Publicity (No committee chair yet): There was a question about how we could get YCB information on the new billboard on I-94 at the Huron St. exit. Paul V. will call the Ypsilanti Chamber of Commerce and inquire.
11. Report – on progress toward meeting goals of the Vision Statement, the Five-Year Plan and the One-Year Plan:
  - a. One-Year Plan: Jerry has been bringing this item to the Board's attention at each meeting and would like to get some closure and adopt the plan. After much discussion, several members did not want to go forward with this 1-year plan as it is. It was pointed out that it is a "working document" and it can be readjusted at year's end. Also, it is not assumed that every goal will be met.

**\*MOTION:** To accept the adoption of the 1-year plan (2009-10). [Aaron, Trink: 4-3-0]. Motion carried but it can be changed later on, if needed.

- b. Five-Year Plan: This was created in 2006 with a goal to be completed in 2011. We are ahead of some things in the plan and behind on others. Jerry will keep bringing up this discussion to keep the goals in mind. Some of the discussion items were:
  - How many concerts we play in the summer (where & when). Jerry said we are performing the number of concerts we set in the plan. If people want to change the schedule, we'll have to go back and amend the Goals/Plans. We play every musical piece at least twice in the summer.
  - Some people who complain usually do not listen to announcements; some say we play too much music in the summer; some say we play too many concerts.

## OLD BUSINESS

1. Consideration of final version of YCB budget for 2009-10: This budget was approved in April, 2009, and was adopted in May, 09, after some better numbers became available. Would like to wait for further discussion until Alan A. and Carter A. are at the Board meeting.

**\*MOTION:** To table this budget discussion until Alan and Carter are at the Board meeting. [Howard, Cat: 6-0-0]

2. Recording a CD: Cat M. asked for an update on recording a CD. Do we know what to budget for it? At the moment, there is nothing in the budget to plan for recording a CD; however, it is in the 5-Year Plan. Paul V. would like to revisit this item during the discussion of the ACB Convention later on the agenda.
  - a. Jerry & Marge went to a workshop at the ACB Houston convention on generating CDs. You really need a person to “push” this – to take it on as separate project
  - b. Aaron T. has his own recording equipment that he uses now for limited recordings; however, we would need editing software and some more updated equipment if we did the recording ourselves.
3. YCB Website: The website is not current; needs updates. The UA concert date is wrong (should be Aug. 13). Discussion items about the website were:
  - a. Logan has been updating the website and has the permissions. He has not been responsive and hasn't been keeping up with the website. Logan is Eric Walter's son and is a volunteer.
  - b. If we found someone else to maintain the website, Paul V. thinks Logan would relinquish the permissions. Board members would like to find another person to maintain the website.

**\*MOTION:** Research other opportunities in the band for someone who would volunteer to update/maintain the YCB website. [Beth, Aaron: 7-0-0]

- c. We should drop the “.com” and keep the “.org” in the future. Aaron T. said we should do this after April 30, 2010. We should see who the new “volunteer” is first, then have that person work with Aaron T. to drop the “.com”.

**\*MOTION:** After April 30, 2010, drop the “.com” ending on the website and keep the “.org”. [Aaron, Cat: 7-0-0]

4. Discussion about invitation to the 2011 ACB Convention: The Board has previously voted to pursue ways to obtain an invitation to this convention. There are many very good community bands in this geographic area; however, Vince Chrisman is on the planning committee, so we will get good information about how to apply.
  - a. Need an audition tape: We need to create a CD to submit for an audition to the ACB planning committee. This could be different than a CD we would create in order to sell at concerts. The audition tape needs to show our “musicality”.
  - b. “Political efforts” are needed and are already in place. Paul would like to form a small work committee (3 people) and move forward with efforts to get invited to play at this convention. Paul/Mark Jeffers, Jerry R., and another person were suggested. Vince C. could advise this work group. The board president (Carter) appoints committee members, so Paul will talk with Carter about this and/or bring it up again for discussion at another Board meeting.
  - c. Costs: In order to move the entire band (bus ride, 1-night stay) could cost the band approximately \$10,000 (per Paul's preliminary figures).

**\*TABLE THIS DISCUSSION:** Table this discussion until Carter is in attendance at the Board meeting. [Howard]

## NEW BUSINESS

1. Consider use of money in budget line for part-time staff: At the moment, the Board approved \$3000 to hire someone to work on a part-time basis. Points of discussion were:
  - a. What are we looking for in a person? Someone who: can multi task (not just work in 1 area), has skills we need, is accountable, can help with development (fundraising, publicity, community relations).
  - b. A suggested position title is: “Part-time development director”. This person would report to the business manager (Paul). We need a position description before contacting EMU or U of M or others.

**\*LINE ITEM:** Paul will solicit input in order to create a position description.

2. DISCUSSION: Consideration of changing the name of our organization.
  - a. We have been losing support in the Ypsilanti community (practice facilities, storage issues, places to play, etc.). Paul V. has talked with several Ypsilanti city officials and they agree. We do not have a “champion” in Ypsilanti.
  - b. We should look at who we are, who we represent and who supports us. Ann Arbor does not support a group with ties to Ypsilanti.
  - c. Some people may quit the band if the name is changed; similar to what happened when we move our rehearsal location to Whitmore Lake. There are several people with strong, loyal ties to Ypsilanti who would not like the name change.
  - d. Current bylaws: the 16-page document we have now replaced a 4-page document. The current bylaws are written for a “private foundation”; we are considered a “public charity”. We are in good standing with the IRS.
    - Right now, we are “stuck” with these bylaws. We were better served by the 4-page document.
    - This item can be brought up at another time. If we changed the name of our organization, it would be an appropriate time to change the structure of the bylaws.
  - e. It is “premature” right now to go to the membership with a name change. Jerry is willing to draft something that would be more streamlined to pass out to the membership at an appropriate time. Jerry will also copy the old (archived) bylaw document and give it to Paul V.
  - f. Paul V. is willing to ask for input and bring this up to the membership IF he has support. The discussion needs to be orchestrated. Need to post the Board meeting agenda and meeting minutes so everything is transparent.

**\*TABLE DISCUSSION:** Will table this discussion until Carter and other absent Board members attend a meeting.

3. Collecting Programs: Aaron asked what we wanted to do with concert programs left over after concerts. Jerry would like to save at least 10 programs from each concert, and then recycle the others. EXCEPTION: We’d like to keep 100 copies of a program to use for display purposes at the next ACB convention.

Meeting adjourned: 9:48p.m. [Aaron, Beth: 7-0-0]

Respectfully submitted,

Marge Taylor