

Ypsilanti Community Band Board Meeting Minutes

October 5, 2009 @ Lake Shore Apartment Clubhouse

Call to Order 6:45p.m. (Quorum of 7)

Present: Carter Adler, Paul Vaughan, Julie Becker, Howard Fillmore, Jerry Robbins, Trinka Benedict, Marge Taylor, Aaron Taratsas, Beth Askew, Grace Gheen

Absent: Alan Aldworth, Jim Wagner, Mark Jeffers, Jon Kennedy,

\***MOTION:** to approve 2 sets of minutes from September 14 and September 22 Board Meetings: [Trinka, Beth (7-0-0)].

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**YCB VISION STATEMENT DISCUSSION:**

The meeting started with a discussion of every point (in detail) of the previously adopted Vision Statement (the vision statement can be found on the YCB website). Each point on the vision statement was discussed and the group evaluated if the band exceeds/meets/does not meet that point. Further information was discussed regarding the following points:

1. Performance venues: The number of concerts performed within Ypsilanti is on track. Paul is talking with the Novi concert band to add to concerts outside Ypsilanti. Concerts providing revenue are: UA, pep band, Milan, Lake Shore fireworks.
2. Band Shell: Jerry has been working with city officials and this is unlikely to happen prior to 5/31/11 (Jerry's planned retirement as conductor). The only thing the YCB can do at this point is locate a source to donate \$100,000 or more to build the band shell.
3. Music performed: per Jerry, the band is performing at a level "nothing less than medium difficulty". If a number "6" is the highest difficulty, we are performing an increasing number of pieces considered a "4" difficulty. The band is not quite ready for the "5" level of music.
4. Publicity: Notices have been widely circulated in print format for concerts; however, more publicity attempts can always be made. Having 200 audience members (or more) at every concert is "do-able". Grace G. has updated the "Friends of Ypsi" website on Facebook.
5. Property: Many goals have been met. Issues discussed were:
  - a. Marimba -- \$5000 has been allotted in the YCB budget but it has not been purchased yet. Money was being raised by the fundraising committee specifically for a marimba, but Aaron was unaware if the goal was met and when he was supposed to order the marimba. After discussion, Aaron was asked to order the marimba now. We can still borrow one if needed for concerts until the new marimba is delivered.
  - b. Other equipment needed: Vibraphone(~\$18,000) and a gong with a stand (~\$900). Will wait to see what the fundraising committee comes up with before ordering these pieces of equipment.
  - c. Stand lights: do not have the required number of lights yet; however, we are close to the number.
  - d. Public address system: in good shape. Need 1 more microphone to fill out all the microphone stands. The audio portion is good. We also have a portable sound system (our original system) that is in good shape to serve as a "back up".
  - e. Office needs: We could use a scanner . We have a laser printer that Erica uses for copying music. We have enough filing cabinets (6).

- f. Insurance: everything is now insured at replacement value. As we acquire more expensive equipment, we will look at increase the insurance coverage.
6. Library: in GOOD shape. We have surpassed the goal of the number of acquired pieces; are a little short on the "standard" band pieces. We are up to 535 titles, including ensemble and Town Band music. All music has the YCB stamp on it; back up files are maintained; missing copies have been acquired.
7. Media:
  - a. The website is almost up to date; missing some YCB board meeting minutes. The current 1-year plan is not posted. Website maintenance duties will be switched to Grace Gheen. Carter will send her the information she needs. Grace can include a "social" link, if members would like to see that on the website.
  - b. Audio/video: there are a couple links on the website. Other sources are: Flickr (60 pictures), UTube (12), mp3 (several downloadable pieces are available). All indoor concerts have been recorded (audio).
  - c. Professional audio recording: the board has been stopped by the issues with royalties on music. We can record original pieces or music prior to 1923 (public domain). This issue is still unresolved.
8. Membership: we struggle with this goal and are still short of the target of 85 members. Currently, there are 70 members registered during the September, 2009 period. Grace suggested placing a free ad on Craig's list. Grace is also putting out the word on Facebook.
  - a. Attendance policy: Carter will announce that we need to enforce this policy in order to be prepared for concerts. For the Oct. 22 concerts, members should attend 4 or the 7 rehearsals prior to the concert (which includes the last rehearsal prior to the concert).
  - b. Telephone tree structure: to be used to notify members whenever necessary. Section leaders need the phone numbers of people in their section and section leaders should call everyone in their section when needed. Beth will get the phone numbers to the section leaders
  - c. "Friends of YCB": we don't have this set up very well yet. Some non-playing friends have helped out from time-to-time; it has not been organized. Need someone to coordinate other non-playing helpers. Grace is working with Shirley Charbonneau (flute section) with senior citizen organizations. Could post a notice on Facebook or Craig's list for volunteers.
  - d. Non -playing helper at rehearsals: We don't have this in place yet. Perhaps we could find an ex-member who is no longer playing to volunteer.
9. Recognitions:
  - a. Bowman music fund -- some money is being donated specifically for this award.
  - b. Goodsman annual award -- money is not being tagged specifically for this award. The fundraising committee places any donated money into the general fund, to be used as the band sees fit. Other annual awards can be created at another time, if desired.
  - c. Blue Lake scholarships -- we have already awarded 2 scholarships. The goal is for this to become an endowment (self-funded). In order to reach this level, we must have \$40,000-\$50,000. We have about 20% of that amount so far. The board is looking into a way to invest the money; may change our account and move some money to a different bank.
10. Governance: No revisions this past year to any documents. Moderate revisions were made in 2008. Discussion about the bylaws and going back to the 4-page document that was in place prior to 2006. In the interest of time, the bylaws will have to be discussed in detail at another time.

**CONCLUSION:** The current YCB Vision Statement appears to be viable and there were no motions by the board to change the vision statement at this time.

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**REPORTS:**

1. President (Carter): See attached Report

- a. Goodsman award: after receiving several nominations for the Goodsman award (to be given at the Oct. 22 concert), the most number of recommendations were for Erica Levitt (Library committee chair/trumpet section).

**\*MOTION:** To approve the selection of Erica Levitt for the Goodsman award, to be presented at the Oct. 22 concert at WCC [Trinka, Howard: 7-0-0].

- b. Cat McMacken has resigned as a board member and is unable to play with the band at this time. We do not have to replace her on the board at this time; however, if anyone is aware of someone in the band who is interested on serving on the board, let Carter know. Carter will announce the opening at the next band rehearsal. Traditionally, board members are elected by the band membership prior to the end of the band's fiscal year (May 31st each year).

- c. Board members need to talk more with members and let them know what is going on.

2. Treasurer (Alan): See attached Report.

- a. Jerry received a "second notice" for a bill that has not been paid for music purchased by Jerry (approx. \$400). He noticed that more music has been purchased than appeared on that line item in the budget report (approx. \$800 -- which includes the above \$400). Jerry sent copies of the invoices to Alan. Carter will follow up with Alan.

3. Secretary (Marge): No Report – provided copies of September meeting minutes.

- a. Need to use the bulletin board more in the WLHS band room. Marge will post past board meeting minutes. Committee chairs should post the minutes of their committee meetings on the board as well.

4. Conductor (Jerry): See attached Report.

- a. Jerry had an article published in the October ACB journal, as well as all our summer concert programs.
- b. Jerry has been in touch with Georgia Pachella re: the "Talk of the Neighborhood" series in Ypsi. He has volunteered to speak at one of their Monday or Wednesday night events at the Senior Center in Ypsi.

5. Business Manager (Paul):

- a. The concert in February, 2010 will feature guest performer, Adam Frey. The contract with Adam will provide \$1000, which includes performance, airfare and a rental car. Adam will fly in on 2/16, provide a clinic at WMU on 2/17, and perform with us on 2/18. The Marriott EagleCrest has donated his stay at the hotel room; he will be housed until 2/19. We will reimburse his rental car expenses as they relate to YCB activities.
- b. Concerts at WCC for 2010: The concert schedule at WCC after May, 2010, has been changed slightly.
- c. Whitmore Lake H.S.: rehearsal space has been approved for another year. Mike Kerby (WLHS band director) would still like to have a joint concert with us sometime in 2010. Paul is waiting to hear from the Novi band, since we only had 1 joint concert planned for 2010 (and WLHS originally wanted to skip the concert in 2010 and perform with us in 2011).

- d. Grace Gheen has been hired as the YCB part-time development director. Grace was in attendance at the meeting and was warmly welcomed by all present. We would still like to find an "unpaid intern" for the band; everyone was asked to keep this goal in mind and keep an eye out for anyone who might be interested.
6. Fundraising (Walt): See attached Report.
  7. Library (Erica): See attached Report
  8. Property (Aaron):
    - a. Aaron will talk with a financier tomorrow (10/6) and order a marimba from Woodwind and Brasswind. The best price he can find is \$2589. The process should take at least 2 weeks.
    - b. We currently have 125 MitiBrite stand lights; however, they "eat" batteries. LED lights cost more money, but we will purchase LED lights from now on. We have enough batteries for the lights to use at the Oct. 22 concert.
    - c. We have 35 portable stands now; will be purchasing more. Need a "carrier" for the stands when they are transported on the truck.
    - d. Section leaders will be asked to give Aaron an exact count of people in each section who will be playing in the Oct. 22 concert.
    - e. We now have a flag to be used at concerts & other events.
  9. Personnel (Beth):
    - a. There were only 3 or 4 hardship waivers requested for the fall season.
    - b. The attendance policy is not a good policy if Jerry must make 10-12 "exceptions" due to missed rehearsals.
  10. Publicity : Millie Irwin has agreed to chair the publicity committee for the 6 months she is in town. She is working with Grace Gheen. No report was submitted for this meeting.
  11. Development Director (Grace): See attached Report. Grace can be reached at: [gracekgheen@yahoo.com](mailto:gracekgheen@yahoo.com). Carter asked if she would like an email address with the "@ypsicommband.org" extension. He will set her up with an email account.

## OLD BUSINESS

1. Jerry's intentions to remain or resign as conductor: The board received 2 lengthy emails from Jerry, listing concerns about the direction of the band, overall "inaction" by the board, and numerous other reasons that caused him to think about resigning as conductor prior to 5/31/11. A board member asked Jerry to "just talk to us" instead of emailing his thoughts & concerns. The discussion was cut short due to the time (we had to be out of the meeting room by 10:00 p.m.). His responses were:
  - a. He was encouraged by the meeting and the detailed discussion about the vision statement. Since there were no motions by the board to change parts of the vision statement, he thought it was positive.
  - b. However, he maintained that the board was too far behind to "catch up" on some of the goals in the 5-year plan. A few issues brought up were the lack of people on committees to do the work, Jerry's concern about the lack of commitment from some board members, the lack of follow up on assigned tasks, and others.

- c. The discussion ended abruptly and without closure. Jerry said he would send a copy to the board of the statement he was going to read to the band at the Oct. 27 rehearsal.

## NEW BUSINESS

1. Conductor Search Process: Prompted by Jerry's September, 2009 email to the Board, announcing the possibility that he may resign as conductor prior to 5/31/11, the board started a discussion about the process required to interview/hire a new conductor. This procedure would normally be discussed approximately 1 year prior to Jerry's planned retirement as conductor at the end of the band's fiscal year in 2011 (which would be May, 31, 2011). Since Jerry's intentions were still unclear, the board discussed the following points:
  - a. If Jerry resigned early, the assistant conductors have agreed to fill in and cover conductor duties at the concerts up to May 31, 2010. We could also bring in guest conductors.
  - b. A search committee needs to be selected; possibly 3-5 people on the committee (include people NOT on the YCB board). Current assistant conductors would be welcomed to apply.
  - c. Carter would serve as "ex officio" of the committee. Band members should be encouraged to be more involved; keep members apprised of search committee progress.
  - d. Timeline: begin now looking at possible search committee members. By the February, 2010 meeting we could get a "short list" of names to consider for conductor.
  - e. All the above actions are dependent on Jerry's decision and his planned announcement at the Oct. 27 rehearsal.

Meeting adjourned: 10:00 p.m. [Julie, Marge: 7-0-0]

Respectfully submitted,

Marge Taylor