

BLOOMINGTON COMMUNITY BAND

BOARD OF DIRECTORS MEETING

October 21, 2019

The regular monthly meeting of the Bloomington Community Band Board of Directors was called to order on October 21, 2019 at 9:14 PM at the Bloomington Free Methodist Church in Bloomington, Indiana.

Members Present:

Tim Bitzer, Chair

Jenn Strayer, Secretary

Don Westerhaus, Band Manager

Andrew Felt, Equipment Manager

Hannah Quinn Hughes, Treasurer

Bill McGregor, Assistant Treasurer

Doug Davis, Personnel Manager

Richard VanArsdel, Librarian

Haley Smith, Development Officer

Don Talbott, Webmaster

Dominic Thompson, Director

Joe Car, Associate Director

Members Absent: Phyllis Solnzeff, Historian

I. Minutes:

Action Items from the Previous Minutes:

A. Tim will make an announcement about talking during rehearsals. Done, however noise and talking remains an issue.

B. Richard VanArsdel and Don Westerhaus will update their respective job descriptions and send them to Jenn by the end of the week. Done.

C. Doug Davis will look into drafting a contract. Done.

D. Tim Bitzer will look into procuring a coffin to carry Dominic to the stage. Tim looked into it, but was unsuccessful.

E. Andrew Felt will look into the tires needed for the trailer. This still needs to be done, but it is not urgent at present.

F. Hannah Hughes will write the necessary checks to pay BFMC and the Director. Done

G. Hayley Smith will contact someone from BEAD and follow up. Hayley has contacted two individuals at BEAD and is waiting to hear back.

H. Outstanding Brochure Accounts: Hayley will contact Ameriprise. Tim Bitzer will contact Melody Music and Meadowood. Meadowood has paid.

I. Biographies: Doug Davis still needs biographies and photos from certain board members.

J. Andrew Felt will look into purchasing a copier. Done.

K. Hayley Smith will fix our Twitter and Instagram accounts, boosting our social media presence. Hayley needs passwords for some of our accounts. Don Talbot will help.

L. Andrew will run fliers out to McCormick's Creek Park. Done

The chair reviewed the action items from September and the minutes were approved.

II. Treasurer's Report

The treasurer's report was filed.

III. Old Business:

A. BOD recruitment and Election results

Don Westerhaus will continue to serve as Band Manager.

Janis Stockhouse will serve as librarian.

B. Halloween Concert logistics and publicity

Posters have been distributed all over town. The Herald Times is interested in sending photographers to cover the concert.

Action: Hayley will boost the concert on Facebook

Action: Don will make sure parking spaces are blocked for the trailer.

C. Switchyard Park performance in November 2019

Don is waiting to hear more details, particularly about parking. He is also looking into whether or not there will be shuttles to take band members from the parking area to the stage or pavilion.

D. Christmas Party venue search

We are still in search of a venue for our Christmas party. Switchyard and St. Thomas are a possibility. Cascades just built a brand-new facility. Rent is \$50 an hour.

Action: Doug Davis will see about renting the Cascades Club House

E. Storage Equipment purchases

Due to materials acquired to build the equipment storage carts, the equipment line in our budget is completely overspent. This was an unplanned expense that was originally thought to cost around \$1400, but we have spent around \$2000.

F. New tires for equipment trailer

The tires are fine for right now. Andrew Felt continues to fill them and monitor them. There is a continually leak on the right side. However, the tires are five years old and will need to be replaced soon.

G. Outstanding bills from BCB program advertising

We still have two outstanding bills from Melody Music and Ameriprise. We will keep communicating with them until they are paid.

IV. New Business

A. Appoint Awards Committee

Tim Bitzer suggested that Phyliss Solnzeff and Phil DiLavore, last year's award recipients, serve

as this year's award committee. Tim will send an email.

B. NP-20 Report filing

The report is completed and needs to be sent in.

Action: Hannah Hughes will print and send the completed report.

C. Vanguard Withdrawal or not?

Every year we have taken out five percent from the Vanguard Fund (between \$700 and \$800. Does it make sense to take money out when we are preparing to put more money in? Taking the money out would pay for the amount overspent on equipment. We could also wait until we know how much we are getting from the Community Foundation. Tim moved to delay a decision on whether or not to liquidate 5% of our Vanguard Wellington Fund until we see if the Community Foundation's dividend check (on 5 Nov 19) was over the expected amount (\$4800). If the amount is greater than expected, we would not take the funds out of the Vanguard Fund. If equal to or less than the expected amount, we would liquidate 5% of a trailing 12 quarters average Fund account balance and transfer the amount to our IUCU checking account for operating expenses. Doug Davis second.

D. Community Foundation November 5th

The foundation holds a ceremony every year. Tim Bitzer will attend, but others are welcome to attend. Members are encouraged to RSVP to the foundation if they would like to attend.

E. Christmas performances

- i. Bell Trace (December 2nd)
- ii. Redbud Retirement Center (December 9th)
- iii. College Mall (cancelled?)

College Mall has decided it will only allow ensembles of ten or less members. Discussion was had over the possibility of holding a holiday concert at BFMC and organizing another public venue in the future.

V. Officer Reports

A. Personnel Manager

Doug Davis recognized Richard VanArsdel, librarian, for his hard work as we transition from concert to concert. Hearing continues to be a problem for the tubas, trombones, and trumpets. Dominic will try using a microphone and speaker system at the next rehearsal. Doug will also send out messages to those individuals who are not using OATs.

B. Historian

Absent; nothing to report.

C. Equipment Manager

Nothing to report

D. Librarian

E-prints give you a set number of times you can print the score. Unless the band needs something in a hurry, it is better to order the hard copy.

E. Technology/Web Master Report

Nothing to report

F. Business Development and Publicity Manager

Hayley will get in contact with the folks at Switchyard park for publicity reasons.

G. Band Manager

Nothing else to report

H. Secretary

Asked about posting minutes to the cloud and the website

I. Treasurer

We made \$90 from Kroger.

J. Directors

We should buy candy for the Halloween concert. Don Westerhaus will call Buskirk to make sure that it is ok to distribute candy at the concert. Tim Bitzer will buy candy.

Meeting adjourned at 10:07 PM

Respectfully Submitted,

Jenn Strayer
Secretary