

## **BLOOMINGTON COMMUNITY BAND**

### **BOARD OF DIRECTORS MEETING**

**January 22, 2024**

This meeting of the Bloomington Community Band Board of Directors was called to order on January 22nd, 2024 at 6:30 PM in-person at the BFMC.

#### **Members Present:**

Richard VanArsdel, Chair  
Richard Denning, Vice Chair/Band Manager  
James Sowinski, Treasurer  
Ron Hardesty, Assistant Treasurer  
Tim Bitzer, Personnel Manager  
Joe Car, Associate Director  
\*Anthony Mannia, Business/Development Officer  
\*Mark Angelos, Historian  
\*Kyle Hetrick, Equipment Manager  
\*Ray Foster, Webmaster  
\*Librarian, Chris Billings<sup>1</sup>

#### **Other Non-Board Members Present:**

Doug Davis

#### **Members Absent:**

Gretchen Weber, Secretary  
Tarren Sexton, Library Intern  
Dominic Thompson, Director

#### **I. REVIEW OF ACTION ITEMS AND APPROVAL OF NOVEMBER'S (2023) MINUTES**

The Board reviewed the minutes from the previous meeting. Tim Bitzer moved to accept the minutes. Richard Denning seconded the motion, and the Board passed the motion.

#### **II. TREASURER'S REPORT**

The December 2023 Treasurer's report was presented by Jim Sowinski. Clarifications were asked and satisfactorily given. Richard VanArsdel moved to accept the report as written. Tim Bitzer seconded the motion, and the Board passed the motion.

#### **III. OLD BUSINESS**

- a. **Annual BMI Music Report and Fee Payment.** Former Librarian Jenn Strayer completed and submitted the required report in January 2024. Treasurer Jim Sowinski paid the BMI fee in December 2023. Action completed. Item closed.

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<sup>1</sup> \* indicates new Board member for CY2024

- b. **BCB Webpage re-design.** New Webmaster Ray Foster has completed passdown with former Webmaster Don Talbott. He needs to assess current page design and recommend changes to Board members. Also the annual BCB Website Domain registration payment is due. **ACTION: Ray Foster will pay the fee with his personnel credit card and seek reimbursement from Treasurer. He will also make website upgrade recommendations to the Board.**
- c. **Replacement of damaged cymbals.** Director Dominic Thompson can possibly get cymbals replaced by Zildjian representative. He needs to be given damaged cymbals at first opportunity. **ACTION: Dominic Thompson take damaged cymbals to Zildjian rep for replacement.**
- d. **Personnel Handbook.** Chair has rewritten PH and encourages Board members to review it and suggest changes as required.
- e. **The Board took the following actions after the November meeting via email:**
  - December 10 Richard requested and received approval for Christopher Billings to serve as Librarian following Nancy's withdrawal.
  - December 21 Richard requested and received approval for reimbursement to Bon Appleman for trailer hauling in the amount of \$179.46.

#### IV. NEW BUSINESS

- a. **Welcome new Board members.** Richard V sent information documents to all new Board members in January. **ACTION: Webmaster Ray Foster needs to send invites with usernames and passwords for BCB MS365 cloud account.**
- b. **Director Interview.** Chair completed annual performance review with Dominic in December. He will send a summary to all Board members. **ACTION: New CY 2024 contract needs to be signed by Chair and Dominic asap. Chair to upload completed contract to BCB MS365 sharepoint upon completion.**
- c. **2024 Performance Schedule.** The BCB will only have seven (7) performances this CY. Performances dropped from 2023 include Meadowood, Bell Trace, McCormick's Creek, Monroe County Public Library and Greenwood. This was done based on feedback from members and Dominic. Affiliated bands are encouraged to perform at the dropped venues if interested.
- d. **First CY2024 Rehearsal Date.** The Board agreed upon 18 March as the first BCB rehearsal date. **ACTION: Chair to inform all members via email. Webmaster to post the date on BCB Website.**
- e. **End of Year BCB Survey.** Several items gleaned from the survey of our members were discussed. We need to recruit more clarinet players. We need to recruit an oboe player. We want a list of what is to be rehearsed at each rehearsal emailed to us by the Director a few days prior. **ACTION: Director to text or email rehearsal order to members three days prior to each rehearsal.** Intonation remains an issue throughout the band. There is a new tuning device available for membership purchase. Chair will send out link to membership. Also we'd like more section intonation spot checks by the Director during rehearsals and especially prior to performances.
- f. **Equipment Trailer needs new driver.** Bob Appelman will no longer tow the BCB Trailer. **ACTION: Chair to send email to BCB membership to solicit new driver.**
- g. **4<sup>th</sup> Street Arts Fair location.** Many members expressed dissatisfaction with the BCB's performance location at the extreme East end of 4<sup>th</sup> Street. The preferred location would be farther West toward Grant Street as it was done previously. **ACTION: Vice Chair, Richard Denning to contact Lee van Buskirk to discuss.**

- h. **Music Loaning.** Current Constitution states BCB cannot loan music to other bands. Board proposed a change to Constitution to allow BCB to loan photocopies or scans of our music. **ACTION: Chair to write proposed change, send to all members and then have a band vote on proposal at first rehearsal.**
- i. **Board Meetings.** Board meetings will be held the third Monday of the month either in person or online as necessary.

## V. OFFICER REPORTS

- a. **Personnel Manager:** Need some new Section Leaders appointed. **ACTION: Personnel Manager, Tim Bitzer to research, make recommendations to Board and Director prior to first rehearsal.**
- b. **Historian:** Nothing to report.
- c. **Equipment Manager:** Current photocopier's lower tray will not feed properly. Upper tray works fine. Propose buying a second photocopier to augment existing photocopier. **ACTION: Equipment Manager, Kyle Hetrick to research options and send recommendations to Board for an email vote. Purchase to be made tax-free as a non-profit. Need new Bass Drum Pedal for trap set. Possible a new Bass Drum and stand need to be purchased. ACTION: Percussionist, Anthony Mannia to research and send recommendations to Board for purchase.**
- d. **Librarian:** New Librarian requests spreadsheet of BCB music inventory. Proposed scanning more difficult pieces to be put on our website for easier membership access to practice. **ACTION: Librarian to research options (BEAM) and make recommendations to Board.**
- e. **Technology/Web Master:** Nothing to Report.
- f. **Business Development/Publicity:** Need new BCB sign with updated logo. **ACTION: Publicity Manager to contact White Rabbit for options. Will report options, prices and recommendations to Board.** Needs previous spreadsheets with business contacts for annual Program advertising drive. **ACTION: Tim Bitzer to send last year's spreadsheet to Anthony Mannia.**
- g. **Scheduling:** Recommend creation of calendar on BCB Website that lists all BCB and all affiliated bands' rehearsals and performances. **ACTION: Webmaster to create.**
- h. **Secretary:** Absent.
- i. **Treasurer:** ACTION: **Research getting an IUCU credit card for BCB.** IRS Tax Form 990-N completed and submitted In January. 1099-NEC for Dominic's employment is in work and should be completed in January. Indiana Bureau of Motor Vehicles renewal registration and plate stickers have been paid and new sticker applied to equipment trailer license plate. New folders for the Bloomington Bones have been ordered and paid for. Awaiting delivery. Will pay final \$500 of Librarian Intern contract at end of IU Spring Semester. No 1099-NEC required for Intern.
- j. **Director and Associate Director:** Director absent. Associate Director informed Board he had already purchased three new pieces for this year.
- k. **Other Comments:** None.

The chair adjourned the meeting at 8:40 PM following a motion by Richard Denning, seconded by Tim.

Respectfully submitted,  
Tim Bitzer, very temporary Secretary