

WEST MICHIGAN CONCERT WINDS

Minutes
May 16, 2010

Members present: Howard Meade, Betty Johnson, Kim Reynolds, Teresa Dunn, Linda Niotis, Karen Larnard, Chari Lynn, JoAnn Arcand, Larry McLaughlin, Jocelin Lindell

Members absent: Anita Benes

Staff present: Gail Brechting, Randy Turgeon (Business Manager)

Meeting was called to order by Howard Meade at 6:02 p.m. Board meeting was held at Central United Methodist Church in Muskegon, Michigan.

I. Board member introductions and expectations for the coming year

- a. Expectations-update bylaws, financing in check, increase concert attendance, future with M.C.C., increase social activity and recognition, concert attendance tied in with our mission statement, how to get Board more involved in activities, community identity, more sources of revenue, “grooming” next Board for positions. We will prioritize Board activities at the next meeting.

II. Winds Mission and Board accountabilities (*see email attachment to minutes)

III. Election of Officers-candidate recommendations for Nomination Committee (Karen)

- a. Nominations:
 - i. Howard Meade-President
 - ii. Betty Johnson-Vice President
 - iii. Kim Reynolds-Secretary
 - iv. Teresa Dunn-Treasurer

All nominations affirmed.

IV. Secretary’s Report-Kim Reynolds

Betty Johnson moved to accept the Secretary’s Report from March 4, 2010. Linda Niotis seconded. Motion passed.

V. Treasurer’s Report-Teresa Dunn (*see email attachment to minutes)

- a. Reports
 - i. Balance Sheet as of May 15, 2010
 - ii. Profit & Loss August 1, 2009-May 15, 2010
 - iii. Budget v. Actual: FISCAL 2010 BUDGET-FY10 P&L CLASSES August 2009-May 2010

Betty Johnson moved to accept the Treasurer’s Report. JoAnn Arcand seconded. Motion passed.

- b. Endowment balance is \$29,866

VI. Music Director’s Report (reported by Howard Meade, Gail absent)

- a. May concert-Gail was “thrilled.” Kalamazoo Concert Band was excited too. Can’t wait to hear recording. Thank you to our bandaids for afterglow purchasing, setup, and cleanup. Stage takedown was lacking people.
- b. 2010-2011 Season
 - i. Late October/early November to avoid deer hunting.
 - ii. December-Wind Ensemble @ Central United Methodist, Friday, December 3 and Saturday, December 4, 2010. It cost us \$150 a night to book the church.
 - iii. Red Cedar Festival
 - iv. Winners & Winds

- v. ACB Convention performance
- c. M.C.C. Music School update-Dale Nesbury, M.C.C. President, said not to worry about Winds having to leave M.C.C. These new bands rehearse only during the day. Gail will get a copy of our band room contract.
- d. Gail would like to hire a vocalist, Jessica Dold, for our summer concerts.
- e. Gail would like to have a supply of Intermediate player t-shirts made.
- f. Oltoff band-invitation only by Gail

VII. Business Manager's Report-Randy Turgeon (*see email attachment to minutes)

- a. 2010 Summer Season update
 - i. Summer Celebration parade-June 26 (Matt Palmieri will coordinate both parades).
 - ii. Grand Haven Coast Guard parade-August 7
 - iii. Montague Tuesday, July 13, 7:00-8:30 (date changed from June 29)
 - iv. LST Wednesday, July 7
 - v. McGraft Tuesday, July 11
 - vi. Fremont has decided to skip us this year.
- b. Randy will check on having business card size of our summer concert series and maybe ACB schedule.
- c. Texas Hold'Em-Monday, Tuesday, Wednesday June 7-9 & June 21-23 @ Tilt Room. Working two shifts can defer cost of dues.

VIII. Convention Update

- a. Guest band applications-19 bands have applied, 5 will be selected this summer. 6 small ensembles have applied.
- b. Key milestones (*see email attachment to minutes)
 - i. Registration-June 1, 2010 final form completed.
 - ii. Band selection-May 1, 2010 was the application deadline. Bands will be notified by July 1, 2010.
 - iii. Winds volunteers-Barb Reynolds has offered to make a full size handmade quilt to be raffled at the Convention.
 - iv. ACB Convention Budget (*see email attachment to minutes)
- c. Financial Assumptions and Commitment Status (*see email attachment to minutes)

IX. Old Business

- a. Bylaw update (Betty)-in progress
- b. Website accountabilities and content-Betty will have a discussion with Howard.

X. New Business and Action Items

- a. Staff appointments-Howard Meade moved to have Karen Larnard continue her position as Personnel Manager. JoAnn Arcand seconded. Motion passed.
- b. Randy will check with Tysman Trucking and Summer Celebration-Do they carry insurance? Randy will check our parade contracts as well. Teresa will check our liability insurance- Does it cover parades?
- c. Update website Board information with Sandy Beck
- d. Update Winds Board group picture and band picture next fall.
- e. Bring back Band Banquet?
- f. Chari Lynn will check into pins with our new logo and recognition pins
- g. Feedback form for Staff positions-Gail and Randy
- h. Kim Reynolds will check with Sandy about updating Board minutes on website.
- i. Establish official form letter for 501c3 donations (Teresa, Karen)

XI. Upcoming Board Meetings

- a. Sunday, June 13, 2010, 6 p.m. at Central United Methodist Church
- b. Sunday, July 18, 2010, 6 p.m. at Central United Methodist Church
- c. Sunday, August 22, 2010, 6 p.m. at Central United Methodist Church
- d. September 19, 2010, 6 p.m. at Central United Methodist Church
- e. October 17, 2010, 6 p.m. at Central United Methodist Church
- f. November 21, 2010, 6 p.m. at Central United Methodist Church
- g. December-no meeting planned
- h. January 16, 2011, 6 p.m. at Central United Methodist Church
- i. March 20, 2011, 6 p.m. at Central United Methodist Church
- j. April 17, 2011, 6 p.m. at Central United Methodist Church

Chari Lynn moved to adjourn. Teresa Dunn seconded. Meeting adjourned at 8:46 p.m.
Minutes submitted by Kimberly B. Reynolds.