

WEST MICHIGAN CONCERT WINDS

Minutes

June 13, 2010

Members present: Howard Meade, Kim Reynolds, Teresa Dunn, Linda Niotis, Chari Lynn, JoAnn Arcand, Jocelin Lindell, Anita Benes

Members absent: Betty Johnson, Larry McLaughlin

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. Secretary's Report-Kim Reynolds

JoAnn Arcand moved to accept the Secretary's Report from May 16, 2010. Linda Niotis seconded. Motion passed.

II. Action Item Review of May 16th minutes

- a. Staff appointments-May 17th Howard let Karen Larnard know she will continue as Personnel Manager.
- b. Randy put in a call to Tysman Trucking about insurance coverage for personnel on flatbed. Phone call not yet returned.
- c. Update website Board information with Sandy Beck-three Board members have done so.
- d. Update Winds Board group picture and band picture next fall-Chari will call Radium about coming in the fall to take a board picture and an ACB Convention Board picture.
- e. Bring back Band Banquet-open item
- f. Chari Lynn will check into pins with our new logo and recognition pins. She will call Chris Rose for information.
- g. Feedback form for Staff positions-Betty-open item
- h. Kim Reynolds will meet with Sandy Beck on June 14th at 4:00 p.m. about accessing the website to update Board minutes. Board minutes updated on website June 15th for the 2009-2010 season.
- i. Establish official form letter for 501c3 donations (Teresa, Karen)-open item

III. Treasurer's Report-Teresa Dunn (*see email attachment to minutes)

- a. Reports
 - i. Balance Sheet as of June 13, 2010
 - ii. Profit & Loss August 1, 2009-June 13, 2010

Chari Lynn moved to accept the Treasurer's Report. Anita Benes seconded. Motion passed.

IV. Preliminary 2010-2011 Budget

- a. Reports (*see email attachment to minutes)
 - i. Budget v. Actual: FISCAL 2010 BUDGET-FY10 P&L CLASSES August 2009-May 2010
 - ii. Budget v. Actual: FISCAL 2011 BUDGET-FY11 P&L CLASSES August 2010-July 2011
 - iii. Budget Assumptions August 2010-July 2011

V. Music Director's Report

- a. Summer band update-Gail is excited about our summer concerts. Baker Graduation went well. They were very accommodating. Oltoff Stage concert is Friday, hopefully, in Sousa uniforms. Kim Reynolds will be hauling the Winds trailer with mother, Barb, driving ahead of the flatbed for the June 26 Summer Celebration parade.

- b. 2010-2011 Season-Reeths-Puffer dates will be coming soon. Howard will talk to Sandy Beck about the quintet of the Air Force Band working with us when they are here in October.
- c. M.C.C. Music School update-M.C.C. ordered five new timpanis and 2 new tubas. Dan Meyer will take over scholarship auditions. Talk is open about students having the choice to play for M.C.C. and/or the Winds. The contract with M.C.C. for use of the band room cannot be located.
- d. Convention guest band selection-Thanks to Brian Olien for having copies of guest band CDs made for selection committee. Mid-July deadline for selection.

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

- a. 2010 Summer Season update
- b. Texas Hold'Em- June 7-9 made \$2,306. June 21-23 @ Tilt Room is upcoming.
- c. Program and convention advertising

VII. Convention Update

- a. Financial Status (*see email attachment to minutes)
- b. Schedule Status (*see email attachment to minutes)-Gail will check on company to record ACB concerts.

VIII. Board Priorities (validate and assign accountabilities)

- a. Convention oversight and support
- b. Leverage convention community support beyond 2011/Winds branding/community identity
- c. Bylaw update-Let Howard know if interested ASAP. Do we have a member that could recommend someone to check over bylaw contracts?
- d. Increased social activity
- e. Concert attendance
- f. Website enhancement
- g. Develop new funding sources

IX. Action Items

- a. Randy will have cards printed to hand out Friday with LST concert information, ACB information and Oltoff stage promotions.
- b. Write a contract with M.C.C. about the Winds use of the band room.
- c. Clarify ASCAP copyrights and licensing and how it works through ACB. Howard will email ACB Secretary about details.
- d. Could we get an order sheet for the entire year of our concert CDs? We still have not had an opportunity to purchase the 2010 winter concerts on CD (Matt Lintula).
- e. Appoint/find volunteers to take candid photographs at the convention.
- f. Howard-create outline for committee action plan

X. New Business

- a. Celebration of the Arts sponsored by Muskegon Community Foundation-email and mailing sent out to Foundation contributors. Wednesday, June 30th, \$5 donation, at Frauenthal, RSVP 722-4538 by June 25th.
- b. Gail will check on cost of a fold-up podium for summer use.

XI. Upcoming Board Meetings

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

Chari Lynn moved to adjourn. Teresa Dunn seconded. Meeting adjourned at 8:00 p.m.
Minutes submitted by Kimberly B. Reynolds.