

Community Band of Brevard
Summarized Minutes of the Board of Directors Meeting
November 12, 2016

Attendees

Marion Scott, Conductor
Connie Miller, Business Mgr.

David Scarborough, Chairman
Terri Poppell, Secretary

Mike Freeman, Publicity Mgr.

Old Business

1. The Board reviewed and accepted the August 27, 2016 meeting minutes and reviewed action items during Board reports.
2. Zippers have been repaired on the tympani covers for \$140. Cost saving of the repair versus getting new zippers was a difference of a couple of hundred dollars.

Schedule

1. **December 4, 2016 Concert -- "A Winter Concert"**
 - a. We will have guest carolers prior to the concert beginning at 2:30.
 - b. The music sorting meeting for section leaders will be on Wednesday, December 7th at Dave's office in Cocoa as usual.
 - c. We will have a rehearsal of new music on December 14th if, by show of hands, enough members are able to come on that evening. Band room rental for that night would still cost \$84 regardless of whether we have 10 members show up or 80 show up.
2. **Swing Ensemble**
 - a. Several members have quit and there was a high rate of absenteeism at rehearsals, so Marion has shut the ensemble down for now.
 - b. Would still like to be able to play the yearly dance at the Methodist Church on Merritt Island in February.

Director's Report

Marion has been disappointed in the consistency of attendance at rehearsals.

Business

1. Balance as of 11/9/2016 was \$22,803.47.
2. We have added a rider for very small cost to our medical and liability insurance with NuVantage Insurance that greatly enhances coverage for our members.
3. **Purchase of new music folders:**
 - a. Although only about 7 folders are desperately in need of replacement, many others are starting to show signs of wear. Current folders have embossed "part names" (such as "2nd Clarinet), so they are not as versatile for re-appropriating within sections.
 - b. After discussion, the Board voted to purchase 80 new music folders. They will be embossed on the front with "Community Band of Brevard", and will each have a pencil-holder pocket and a clear front window pouch in which we can put a card with a folder number and part name.

Publicity

1. Flyers for the December concert are complete and 470 flyers (the number on our hardcopy mailing list) have been submitted for mailing. Our email mailing list now has about 600 names on it.
2. Terri is working on the concert program.
3. Joyce has given a press release to the Hometown News among other news outlets.

Personnel

1. The concert sign-up list will be circulated at rehearsal on 11/16/16. Expect about 80 members to play the December concert.
2. After we hold elections, Margie will create a new Who's Who sticker/card for folders.
3. Work continues on the master member spreadsheet. Final product will be available to Board members and section leaders through Dropbox and will be updated regularly by the Personnel Manager.

New Business

1. **Board Elections:**
 - a. The positions of Chairman, Secretary, Personnel Manager, and Librarian are up for re-election to 2-year terms. All incumbents are willing to continue.
 - b. Dave will make the election announcement and conduct the annual election at rehearsal on 11/16/16.
2. **Change to Donor Tracking/Recognition Method:** Terri proposed changing our donation tracking method from our current "per concert season" method to a rolling 12-month period. Currently, the donor list is wiped clean at the start of every season. Thus, someone who makes a significant donation after the June concert, for example, would only see his/her name appear in the September concert program. His/her name would then not appear in the December concert program, because the donor list would have been zeroed out for the new concert season. Propose switching to a rolling 12-month period whereby a donor's name does not come off the list until 12 months have gone by in which he/she has not made a donation. Board agreed to implement new tracking method beginning with the December concert program.
3. First rehearsal of 2017 will be on Wednesday, January 11th.

Next Meeting: January 21, 2017 at Cozy Corner in Merritt Island. Eat at 9 am and meeting will start at 9:30.