

Community Band of Brevard
Summarized Minutes of the Board of Directors Meeting
November 18, 2017

Attendees

Marion Scott, Conductor

David Scarborough, Chairman

Terri Poppell, Secretary

Marianne Rigolini, Asst. Librarian

Mike Freeman, Publicity Mgr.

The meeting was held at Cozy Corner Cafe on Merritt Island.

Old Business

1. The Board reviewed and accepted the August 12, 2017 meeting minutes.
2. **Disposition of old music folders:** Marianne will dispose of old folders that are torn and not usable. The remaining ones will be taken to our storage unit. We will keep about 10 old folders in the band room.
3. **December rehearsal schedule:** Music sorting party will be at 6:00 pm at Edgewood on December 6 followed by rehearsal of the March music beginning at 7:00 pm. We will also have a regular rehearsal on Dec. 13 to work on the March music. Rehearsals after the Christmas break will resume on January 10, 2018.

Schedule

1. *Winter Concert*

- a. Marion is finalizing the playlist.
- b. Barbara Ziegler is featured vocalist.
- c. Terri has received the program cover artwork and is putting the program together.
- d. Dave will contact Don Hendrick and give him a ride to the concert. The Board will try to take Don to dinner over the holidays.

2. *March Concert -- "Passport to Europe: A Musical Tour"*

- a. Band membership made the decision, after hurricane-related cancellation of the September concert, to perform September's music for the March 11th concert. Concert title is same as September's.
- b. Rehearsals after the Christmas break will resume on January 10, 2018.

Director's Report

1. Bill Hillberg's drum set — Marion would like to purchase the set, which Bill has for sale for \$1000. The set is worth approx. \$2000, so it would be a good deal for the Band. Only drawback is that there aren't cases for all of the drums. The Board approved the purchase.
2. We could use a couple more tuba players.

Business

1. Balance as of 11/18/2017 was \$20,971.19
2. Connie is not running for re-election as Business Mgr. Michelle Pittman has agreed to take over as Business Manager, and Connie is willing to take on Michelle's current job of sending out thank-you letters to our donors.

Publicity

1. Flyers and emails have been sent.
2. The Veterans Center ad will appear in the December concert program.

Personnel Manager

1. **CBOB Member Handbook** — Margie is working on Member Handbook updates. We no longer print paper versions of the Handbook; it is posted in electronic version on the Members page of the CBOB web site.
2. **New Folders** — New music folders were handed out to every active band member using a numbering system designed by Marion. Section leaders are keeping track of their section's folders and Margie has a master list.
3. **Section Lists & Member Info** — Margie has sent each section leader a list of their members, along with email addresses and phone numbers (which should be continually updated). Each member can their Section Leader's contact info on the Who's Who List on the Members page of the CBOB web site.
4. **High School Qualifications** — We need a cohesive policy for assessing qualifications of aspiring high school or home-schooled students that includes a point of contact person to field questions about membership as well as to check out the recommendation from their tutor/band director.

Librarians

1. Marianne and Cheree are going to try to clean/rearrange the storage unit in December.
2. We need to think about adding some shelving in the storage unit so that we can store the drums we are purchasing from Bill Hillberg (see Director's Report section). Dave or Marianne will ask at the 11/22 rehearsal if anyone is willing to help build some rudimentary shelving in our storage unit.

New Business

1. **Annual Elections and All-Hands Meeting** — Will be held November 29 during rehearsal break.

The following positions are up for re-election to a 2-year term:

- Vice Chairman (currently Fran Youmans, but other nominations welcome)
- Business Manager (Michelle Pittman is willing to take over for retiring Connie Miller)
- Publicity Manager (currently Mike Freeman, but other nominations welcome)

Next Meeting: January 13, 2018 at Cozy Corner in Merritt Island. Eat at 9:00 am and meeting will start at 9:30.

November Action Items

Who	Action Items
November Items	
TERRI	COMPLETE — December schedule will be put on the CBOB web site's Members' page.
DAVE	NOT STARTED — Pick a date during the holidays for the Board to take Don Hendrick out to dinner.
DAVE / MARIANNE	NOT STARTED — Ask at 11/22 rehearsal if anyone is willing to help build some rudimentary shelving in the Band's storage unit.
MARION	NOT STARTED — Marion will contact his neighbor about designing (pro bono) some shelving for our storage unit.
Old Items	
FRAN	IN PROGRESS —Fran will continue working on the student membership criteria to go into effect on September 2017
FRAN	IN PROGRESS —Draft Band scholarship criteria for student members
MIKE or DAVE	IN PROGRESS —Try to sell leftover toner cartridges from our old printer on eBay or Craig's List. <i>Dave has had an ad on Craig's List for a while now.</i>
MIKE	IN PROGRESS —Continue work on updating/completing an online database of the CBOB music library. <i>Mike has been working with Paige on this. They will work to get it to sort via click and then give Marion access.</i>