**Plano Community Band**

**Minutes of Board Meeting**

August 4, 2015

Attendees: Denise Guilbert, Janice Wolff, Jim Carter, Jennifer Breitzmann, Ron Wallace, Jess Davis, Marilyn Woodruff; Richard Clark, Cindy Harder, David Adkins; Mel Peterson, Joe Frank, Sandy Keathley; and Becky Miller.

**1. Treasurer's Report (Mel)**

Mel said that we received the final installment for this year from the City of Plano of $14,335. Total donations from our July Concerts were $2,533.89, for a total of $4,368.51. The Rewards Program provided a total of $840. Major expenses included honorariums of $5,584, plus $600 to WRR and $990 to the Eisemann. We have total cash on hand of $91,786, and after September 1, 100% of the funds received from the City of Plano will be spent. We have almost $1,000 budgeted for music purchases, and Joe will begin to review new music to purchase. Joe has been paid from January through August, and it was suggested that we pay the conductors quarterly instead of annually, which will be done. It was also suggested that an announcement be made at our concerts that the money being donated will be spent for the purchase of new music. An announcement will be made to the members that we will receive $50 for each new depositor at Compass Bank if they mention the band. It will also be announced that as part of the Rewards Program, each band member must renew their membership at Kroger as of August 1 in order for us to continue to receive its contribution based on our purchases.

**2. Conductor’s Report (Joe/Jim)**

Joe said that he has been researching the purchase of a contra-alto clarinet. The mid-level price range of $2,500 is considered the best quality for the money. He said it is a unique instrument that should be utilized by various members or a guest performer. Brook Mays has one that he is going to test before a final decision is made. He wants one to be played at each rehearsal and concert. He said that he would like a McAdams metronome at a cost of $850. Also, the outside podium is too small and he would like to purchase a Winger podium for $350-$400 because it’s larger, folds up, and is easy to move. He is currently trying to locate a set of Clark studies that will be utilized for each member to play. This will enable him to find ways to improve the group so he can determine which part the member is to play in the section. Joe will make time after the second and third rehearsals for this. Music has been selected for the fall concert, and parts will be emailed to each member, who will be encouraged to know their parts before coming to rehearsal so he can start each new piece at the right tempo. Joe said he will try to be at each rehearsal by 6:30 to hear the sectionals and do more individual work.

Discussion was held regarding the differences among the section administrator/leader, and the principal, who will be the principal soloist. Joe said he will review the ByLaws for definitions. These positions can be held by either 1 or 2 people. The best musician or the most respected should be the section leader, who will work with Joe in conjunction regarding part assignment and solos. The section administrator will notify the section leader and Joe of absences in the section so adjustments can be made. The principal will be the soloist for the section.

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| **SECTION** | **LEADER** | **ADMINISTRATOR** | **PRINCIPAL** |
| Flutes, Oboes, Bassoons | Andrea Brooks | Jean Stephens | Andrea Brooks |
| Clarinets | Marilyn Woodruff | Marilyn Woodruff | Marilyn Woodruff |
| Saxophones | Chris Heider | Sheila Winsor |  |
| Trumpets | Jim Winsor | Jim Winsor | Jim Winsor |
| F Horns | Jennifer Breitzmann | Nancy Milligan | Jennifer Breitzmann |
| Trombones | Elmer Schenk | Elmer Schenk | Michael Browning |
| Baritones | Aaron Hughes | Mark Montgomery | Aaron Hughes |
| Tubas | Sandy Keathley | Jess Davis |  |
| Percussion | Lynn Firmin | Lynn Firmin |  |

Fall Concert – The music has been selected, and is very ambitious, as well as musically accessible. Expected play time is 1 hr. 20 min. Three of the six pieces will need a harp, and Denise is researching for a harpist. There is a piano part in one piece that is quite difficult, and Marilyn and Mari Viola will review it and decide who will play. Mari can also play the celesta. We will need to borrow 2 vibraphones and 2 sets of chimes.

Future Performance Opportunities – Joe said that TBA next summer (2016) looks very promising, and they want us to submit the music to be performed.

Jim said that the big band concert went really well and he received positive comments from everyone. Stockton was very pleased with our performance of his “Crazy Aquarius” composition. Jim needs to work out the time to get the percussion back from the park to JPII. Our first rehearsal date of August 31 will be put on the website calendar, as well as the reservation form for concert tickets.

**3. Marketing Report (Marilyn)**

Marilyn said the theme of our fall concert is “transcriptions”, and Joe will select a title. She will start preparing marketing in October and she needs the write-ups to be included in the program one month before the concert. More articles have been published in the “Plano Profile” and the “Dallas Morning News”, and have also been included in the DART flyer. She said the timing of our ads on WRR has been changed and we are to let her know if there is any negative feedback because of this. New magnets will be ordered in November for the upcoming year, as soon as it is determined whether we will be performing for TBA.

**4. Fundraising Report (Jenifer)**

In Jenifer’s absence, Janice said that she updated the band’s registration for the North Texas Day of Giving scheduled for September 17, and she will ask Sheila to put this in the band’s newsletter.. Last year we raised almost $8,100, plus a percentage of approximately $250.

We received 89 out of 100 for our score with Plano Cultural Affairs, which made us eligible for up to $42,292; we were approved for $16,881 for next year. The next City Council meeting is scheduled for August 10. Mel and Jenifer Grace completed the application for the Richardson grant, which has been submitted.

**5. Action Items (Becky)**

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|  **ACTION ITEMS** | **RESPONSIBILITY** | **DUE DATE** |
| 1 | Richard to invite Wind & Rhythm program announcer from WRR to our Fall Concert | Richard | 09/01/15 |

**6. Current Business**

Music for Life – Denise said that decision has been made for us to work with two middle school bands, Bowman and Wilson. An announcement will be made at our next rehearsal about this, and Joe will speak to specific band members whom he has selected for participation after the music has been chosen and performance dates have been determined. For those who will be participating, background checks will need to be done.

Fall Concert – Lew Buckley agreed to come to Plano for our October 19 rehearsal for a clinic with us, and he and his wife will be coming to our fall concert, arriving Friday night, November 20, and staying at the Renaissance Hotel. Nancy Michalek will be picking them up at the airport. He will be at the rehearsal on Saturday morning, so rehearsal time for him needs to be scheduled. Joe and Jim will work it out with him. Jim will be conducting Lew’s composition at the concert. Cindy Harder has offered her home to them and will be cooking dinner on Saturday evening. We will bring the desserts. Cindy will also help Denise with travel arrangements, and several board members said they have extra miles they can donate. The Buckleys will fly out on November 23.

Travel in 2016 –Mike Guillory had recently emailed the board a draft of an outline of the dates, locations, and costs for each the proposed trips, which was reviewed and discussed. After changes have been made, it will be put on the website for comments and feedback from the members. The consensus of opinion was to do TBA in 2016 and travel out of state in 2017.

 Recital - The hall at CRUMC has been reserved and will be ready for the recital. Sandy said that the recital will be held at 2:00 on August 16 in the CRUMC chapel. Four soloists and seven ensembles have signed up to perform.

Jenifer Grace will not be returning as a board member for next year, leaving one opening.

**7. New Business**

\* The conductor review will be held at the December board meeting.

**8. Tabled Business**

 Sponsoring music master classes or private lesson scholarships for underprivileged children in Plano

 Bylaws review

 Commissioning a piece in Tommy’s name

**9. Other Business**

There was no further business. The next board meeting is scheduled for September 8, 2015 at CRUMC, and the next rehearsal will be on August 31, at which time election of officers will be held for 2016.