

## **Sacramento Concert Band Council Minutes - August 13, 2018 Meeting**

The meeting of the Sacramento Concert Band opened at 6:44 p.m., Monday, August 14, 2018, at the home of Karen Hung, 140 Pierpoint Circle, Folsom, California.

People present were:

Bob Allshouse  
Les Corbin  
Dawn David  
Norm Hill  
Karen Hung  
Bill Parker  
Grant Parker  
Linda Powell  
Jill Somers  
DeLonn Stern

Jill opened the meeting and thanked Karen for opening her home for the council meeting. She also thanked Dawn for bringing refreshments.

### **Minutes**

Norm discussed the minutes of the May 14, 2018 meeting. He had sent out a draft of the minutes in May and a second draft in August that fixed typos that reviewers had spotted. The minutes from the meeting were approved.

### **Position Openings**

Jill reported that Jim and Barb would be out for at least the first half of the year, so we need someone to take over the responsibility for concert publicity. DeLonn volunteered to take the job, and Linda offered to help. Barb had served as the liaison with Mark Perry for maintaining the band website, so that position was also open. Bob volunteered to take that job in addition to the work he is already doing.

The band still needs someone to take the job of recruiting new members.

### **Concert Dates**

Grant handed out a list of proposed concert dates. He said the dates are not yet final because Josh must approve use of the theater at Rio and Josh is not yet back at school. Grant will contact Josh as soon as school reopens.

The proposed dates are:

Sunday, December 16 – Holiday Concert

Wednesday, May 15. This is a potential retirement concert for Grant with the CRC bands, the Fred Morgan Big Band, and us at CRC.

Sunday, May 19      Spring Concert

Monday, May 27      Memorial Day (We have yet to be invited for this)

Sunday, June 2      Carmichael Park Band Festival

Thursday, June 13      San Juan Adult Education Graduation

### **Policy on Shorts and Shoes for Carmichael Park**

Jill asked for a discussion of the band policy on allowing shorts and sandals for the Carmichael Park performance. She said that some members wanted to wear shorts in the warm weather. Les offered the observation that the two bands that allowed shorts at this year's Carmichael Park festival looked sloppy. Dawn remarked that if people wore shorts, they would probably not wear black shoes and socks. Linda and Norm said they thought that the band looks better when the members are uniform. Finally the council agreed to take the issue to the whole band for resolution.

### **Music for Fall 2018**

Grant said that the process for returning music at the end of last season went well. Only one folder was not turned in, and someone in the clarinet section has it and will be getting it to Grant. He said that the SVSBA librarian was pleased with how we returned the music.

The role and responsibilities of the Music Librarian will include the following:

- Help people get parts. If someone is missing a part, they need to go to the Librarian.
- Make copies of parts that players lack.
- Pull music for new members. The section leader will help with this.
- Collect the folders.
- Check to see that all the music is back.
- Coordinate the Music Library Committee in putting the returned music into score order.
- Use the Music Library Committee to help as needed with any tasks.

Grant will be laying out the music for the first rehearsal on Monday afternoon, August 20, starting around 4 pm in the practice room. He will welcome assistance. Dawn volunteered to help.

### **Process for Receiving New Members**

The first contact with a potential new member normally comes by email. Jill has normally replied by email with cc's to Grant, the section leader, and the Librarian. From now on, she will cc the entire band council. Jill's email sends information about the band and will explain that the person can come to a rehearsal without obligation so they can see how they like the band.

At the potential member's first rehearsal, we will need a new member packet containing registration forms, information on how the member can contact the band and the section leader, the syllabus, and a form for information the band needs from a new member. The band will need to know how to contact the person by mail, email, and phone with a primary and alternate phone if available, and whether any of the phones can receive text messages. Les will update the Section Registration Form and get the current registration form from the adult education office, and Grant will have the syllabus available by the first rehearsal. Grant will send an electronic version to the council members.

We have a form that gathers the needed information including how the person found us. We should also ask if the person can play any other instruments because the band may need the player to use one of those alternative instruments.

Les will be the primary contact for the new member, will collect the forms, and will pass them on to Bob. Les will help the new member get registered. Bob will serve as the primary data recorder. They will give each other back up. Les will also keep track of which continuing members have not yet registered and will contact them to assure payment.

We will provide the visitor with music that first night, but music must not go home with the person until they have registered.

To help keep track of the members, Grant will take roll from time to time.

When members stop attending rehearsals, the section leader will have the job of contacting the person to find if they will be returning. If they are leaving the band, the section leader will arrange for the return of the music and the band shirt unless the member bought the shirt. Bob will have the information about the shirts. DeLonn will keep the supply of shirts. The section leader will ensure the music gets back to Susan, the shirt to DeLonn and will notify Bob of the change in membership.

Grant said that he will add to the syllabus a statement that the section leader does not need to be the first chair in the section. He also will think about whether or not to establish a policy requiring members to ensure their music is at rehearsal when they plan to miss a rehearsal. He also stated that we need to make a copy of the 1<sup>st</sup> alto sax and 1<sup>st</sup> trombone parts to keep with the band music.

### **Member Recruitment**

Jill asked Grant about priorities for recruiting new players. Grant said our most pressing needs are for the following positions:

- Another solid 1<sup>st</sup> clarinet
- A second 1<sup>st</sup> alto sax
- A second 1<sup>st</sup> trombone
- A euphonium
- Tubas
- An oboe
- Percussion

Jill will try to acquire a volunteer to be in charge of member recruitment and will develop and implement a recruitment strategy.

### **First Rehearsal**

Bob said he will send an email reminder to last year's members about our first rehearsal next week, August 20. He will put our web address on the email and urge people to bring a check if they do not register online.

### **Financial Report**

Les handed out copies of the 2018-2019 budget. Last year we had income of \$3362 and expenses of \$2720. Our concert publicity expenses were greater than in previous years, but the resulting larger audiences brought in more donations. Jim and Barb did a wonderful job with publicity last year, and our audiences and donations may be lower next year if they do not come back.

This year we need a separate budget line for publicity separated from other concert expenses. Banners, flyers, and outside signs will be publicity expenses. Inside signs and balloons will be concert expense. We will look for ways to reuse things like banners.

To assist the Rio music program and make ourselves more welcome there, the council authorized funds for getting Rio's timpani repaired and tuned. In addition, the council agreed to acquire a couple of toner cartridges for Rio's copier. Dawn will get the information about the cartridges to Les who offered to purchase and donate them. In addition, the council agreed to purchase wheels for our tympani and to get

them tuned as well. The cost is estimated to be around \$100 for the toner. Grant estimated that the cost to have both sets of timpani tuned would be around \$500 and the timpani wheels could cost around \$240.

We don't anticipate buying new music in the coming year, but in following years we will need to think about it. After Grant retires, he will no longer be able to borrow CRC music, and the band will need to buy more.

### **Practice Room Cleanup**

Dawn reminded the group that we need to remind the members that we need to return the practice room to the arrangement needed by Rio for the next morning's class. Grant said that what we need to do is relatively simple:

3 full music stand racks in the room.

3 chair racks in the room with about 15 chairs each.

Grant said he will review these needs with Josh, and he expects some changes in the room arrangement.

### **SVSBA Report**

Karen reported on the recent Sacramento Valley Symphonic Band Association meeting she had attended. She said that she has found that band members do not seem to know the benefits they receive from the SVSBA. The organization provides insurance for the member bands, sponsors the Carmichael Park Community Band Festival, provides banking for the bands, operates a music library, handles the youth musical artist competition, and pays for music lessons for two junior high school students. She wants to talk more to the band about SVSBA activities.

### **Future Agendas**

The council will need to go over the debrief from the last concert. There is much to talk about, so we may spread it over several meetings. Jill will send out the notes about the debrief again to the council members.

### **Next Meeting**

The group discussed the dates and starting time for council meetings. We will continue to use the second Monday of the month unless holidays or other problems interfere. The start time will shift to 5:45 pm. to accommodate people coming from work. Karen will coordinate the meetings if Jill is unable to do so.

The prospective dates for council meetings are:

September 10  
October 8 (Columbus Day)  
November 12 (Veterans Day)  
December 10  
January 14  
February 11  
March 11  
April 8  
May 13

**Adjournment**

The meeting adjourned at 8:55 p.m., August 13, 2018.

Respectfully submitted,

Norm Hill, Secretary

Approved September 10, 2018