

## **Sacramento Concert Band Council Minutes –October 8, 2018 Meeting**

The meeting of the Sacramento Concert Band opened at 5:50 p.m., Monday, October 8, 2018, in the chorus room of Rio Americano High School, Sacramento.

People present were:

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

### **Minutes**

Norm discussed the minutes of the September 10, 2018 meeting. He described the change in the previously circulated draft resulting from Karen's suggested changes to the section on the SVSBA.

With a motion, second, and unanimous vote, the minutes from the September 10, 2018 meeting were approved.

### **To Do List**

Linda went over the To Do List, and people reported which items they had completed.

### **Enrollment Update**

Grant reported that there were 48 registered members on the roll as of the previous week. This number exceeds the district's target of 47 registrations to break even. We still have about ten more people to register. Les is working to make sure we get them registered.

Grant said he is still working with the adult education office to correct the double billing of the people who registered online. The office is gathering the documentation. When they have all the necessary documents, they will approach the website contractor who has sometimes been difficult to deal with. This may simplify the task.

### **Section Leader Responsibilities**

Jill conducted a brainstorming session on section leader responsibilities. She said that she was planning to hold a meeting with the section leaders to talk over the position responsibilities and wanted the group's ideas. In the discussion, the group came up with the following duties:

1. Fit new people into the section.
2. Check with Grant for the position of the new member in the band and for other needs of the band.
3. Make sure a new member has music, the syllabus, registration forms, and personal information forms for the band.
4. Get the personal information sheet to Les.
5. Be sure all section members have copies of the music.
6. Coordinate music needs with the librarian.
7. Serve as a point of contact for absences.
8. Make sure all parts are covered.
9. Ensure that music is available for substitutes at rehearsal.
10. Notify sections members after absences of Grant's edits to the music.
11. Help with the talking issue.
12. Know who will not attend a concert.
13. Help get folders back at the end of the semester or when a member leaves the band.
14. Hold sectional practice if needed.

### **Update on Publicity**

DeLonn reported that she has the publicity notebook from Jim and Barb Murray and is reviewing it. She said that she has banners, signs, and other materials from the Murrays and needs a place to store them. Bill Parker agreed to store the materials in his shed. DeLonn will make arrangements to get the materials to him.

### **Sacramento Valley Symphonic Band Association Report**

Karen reported via email that the SVSBA had no recent meeting for her to report on. She said the association is developing a form to use for getting information from the member bands about upcoming performances. This will enable SVSBA to put the information on its website in a common format.

### **Concert Checklist**

Jill asked if the Concert Checklist still serves a useful purpose. Grant thought the checklist is useful and should be continued. He also said the band council checklist is valuable and should be updated.

### **Treasurer's Report**

Les presented a budget for the 2018-2019 year. He said we have a balance forward of 2,056 from last year. The budget showed an estimate of \$2,700 in concert donations. This number is about \$500 less than last year because it would be difficult to match the Murrays' outstanding publicity efforts of last year.

Les said that he has \$152 in band petty cash in an envelope in his office. Jill urged him to deposit the petty cash into the checking account with the SVSBA.

Jill observed that the SVSBA bank account August 31 report did not include our petty cash and the recently arrived \$350 check for the Memorial Day performance. Still, there is a \$424 difference between our statement and the SVSBA report. She asked if the difference was due to George Preston, the SVSBA Treasurer, paying that amount for our band's dues to the SVSBA. Les said he would find out.

Grant said that we would need to increase the amount we would pay for using the Rio theater because we need to have the custodian there earlier than Rio planned. The cost would be \$25 per hour.

Dawn pointed out that we need to budget for tuning the tympani and buying wheels for them. The group agreed to allow up to \$760 for the job.

The group discussed shirt expense and thought that the projected \$400 would probably do the job.

### **Volunteer List**

Jill reported that many band members signed up for positions on the Volunteer List that was circulated at the previous rehearsal. We are still short of a Recruitment Coordinator, one or more members of the Loading Crew, and family members to do jobs during the concert such as passing the collection baskets. She said she would talk to the band again at rehearsal that evening.

Jill said she would send the Volunteer List to the council members along with a revised Band Council Contact List.

### **Next Meeting**

Jill noted that the next second Monday of the month falls on November 12, Veterans Day and that the council should consider whether to meet that day or a different Monday night. After discussion, the group decided to meet on November 5.

**Adjournment**

The meeting adjourned at 7:02 p.m., September 10, 2018.

Respectfully submitted,

Norm Hill, Secretary

Approved November 5, 2018