

**Sacramento Concert Band Council  
Minutes –December 3, 2018 Meeting**

The meeting of the Sacramento Concert Band opened at 5:50 p.m., Monday, December 3, 2018, in the chorus room of Rio Americano High School, Sacramento.

Present were:

Bob Allshouse  
Dawn David  
Norm Hill  
Bill Parker  
Grant Parker  
Linda Powell  
Jill Somers  
DeLonn Stern

Absent were:

Les Corbin  
Susan Desper  
Karen Hung

**Approval of Minutes**

Norm discussed the minutes of the November 5, 2018 meeting. He said that he had received no comments on the circulated draft.

With a motion, second, and unanimous vote, the minutes from the November 5, 2018 meeting were approved.

**To Do List**

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

Grant reported that he had ordered the wheels for the tympani, and that so far, it appears that Kerry Zinn and Jean Angel are the only members who will miss the Holiday Concert.

Grant said he would contact the Adult Ed office again about the double billing problem. He planned to check again at rehearsal to review who had paid, who had not yet paid, and who had double paid.

**Concert Checklist**

The group went through the concert checklist to review preparations for the Holiday Concert on Sunday afternoon December 16, 2018.

### **Times**

With the concert scheduled to begin at 2:30 p.m., band members must be in place at 1:30 for warm up and brief rehearsal. Grant will be at Rio at 11:30 a.m. to set up the recording equipment. Set up will start at noon. Bob will send out an email to the members with information about the times and the uniform for the concert.

Grant will make an announcement at the break in rehearsal reminding the members of the uniform. It will be tuxedos for the men and black formal wear with sleeves for the women. Holiday accents (such as hats and scarves) can be worn during the second half.)

### **Publicity**

Jill thanked DeLonn and Linda for the work already done publicizing the concert. Banners are up on the fences at Rio. Media calendars have been posted. Flyers have been distributed to businesses along Fair Oaks Boulevard and went to assisted living facilities. The flyer has been put on Facebook pages by DeLonn and Grant. Bill will send out the flyer to our email list the next day and follow up reminder the Friday before the concert.

### **Program**

Bob distributed a draft of the program and said he needs the final piece order, and any other changes before the end of the weekend. The program will be printed on Tuesday, Dec. 11. He said he would be posting the band roster on the wall in two places during rehearsal break for the members to check the spelling of their names.

### **Substitutes**

Substitutes have been arranged. At rehearsal we may have one more trumpet and one more alto sax.

### **Volunteers**

Our volunteers will set up the Lobby. Grant will bring to DeLonn at next Monday's rehearsal the publicity/lobby items stored at Bill Parker's house, including signs, posters, placards for use in the Lobby and outside the door. Bill also has the buckets the volunteers will circulate for donations. Megan will coordinate the volunteers. DeLonn and Les will count the money after the concert.

### **Raffle**

Again we will use a program insert to get names for our fan list and publicity impact survey. We will hold a raffle of prizes drawing from the collected program inserts. DeLonn will get 3 poinsettias from Costco for prizes. We will also use 4 bottles of wine as prizes. A CD from our previous concert will go along with each of the 7 prizes.

### **Stage Set Up**

Dawn and Norm will need to check with the members of the stage crew and the loading crew to make sure we have enough people for both set up and tear down after the concert. Note that the set up will include a piano.

### **Concert Debrief**

After the concert Jill will send an email to the Band Council members to solicit comments about what went well and what should be changed. Jill asked the council members to be thinking about the debrief as we go through the concert and to be sure to add their thoughts.

### **Collecting the Music After the Concert**

After the concert we will collect the music so we can return it to the various libraries. As Librarian, Susan will be in charge of this. The members will first empty their folders by separating the music and putting each piece on a pile in the band room. Then they will turn in their empty folders to Susan. Susan will check off the names on the folder list that Bob will provide her. Susan will need to acquire a second person from the Library Committee to help with the folder collection. We do not yet have a plan in place for resorting the music into score order as must be done before turning the music in to the libraries. Susan will have to develop a plan and coordinate the Library Committee for resorting the music. Jill will convey all of this information to Susan.

Grant said that all the music must be turned in, not just the performance pieces.

We will need to remind the band members, both at the dress rehearsal and at the concert, about music turn in process.

### **SVSBA Update**

Jill reported that Karen had sent us all an email about the SVSBA; indicating there was no meeting in Dec., our concert is posted on the SVSBA website in a simple format and that Karen is working with SVSBA to improve their website.

### **Next Meeting**

Our first rehearsal after the holidays will be on January 14, 2019. This will be the second Monday of the month, the night we usually have a band council meeting. Because Grant will be busy that evening distributing music for the spring, the group decided to defer its next meeting to February 11, 2019. Jill may be out of the country visiting family at that time or during the March meeting, so Karen will coordinate the meeting.

**Adjournment**

The meeting adjourned at 6:50 p.m., December 3, 2018.

Respectfully submitted,

Norm Hill, Secretary

Approved by Band Council February 11, 2019