

## **Saint Francis Brass Band Board of Directors Meeting**

**October 24, 2023**

The meeting began at Resurrection Lutheran Church at 5:30 pm with eleven participants.

A motion was made to approve the minutes of the board meeting on August 23, 2023. The motion was seconded and the minutes were unanimously approved.

The board discussed the proposed bylaws which had been distributed earlier. Neil Smith advised that the board would need to determine how board member terms would be staggered for the initial board, but that could be determined later. The board agreed to change the age for band membership to eighteen years or older. The reference to "associate members" in Article III, Section 2 was stricken and the phrase "active members" was added to Article XI, Section B. With those revisions, a motion was made to approve the proposed bylaws. The motion was seconded, and the proposed bylaws were unanimously approved by the board. The bylaws will be presented to the full band membership for their approval at a called meeting on November 12, 2023.

**Secretary's Report** – Neil Smith reported that articles of incorporation were filed with the NC Secretary of State on August 28, 2023 and accepted by the NCSoS on August 31, 2023. A taxpayer identification number was obtained from the IRS on September 1, 2023, and an application for recognition as an exempt organization was filed with the IRS on September 7, 2023. A decision on that application is not expected until December 2023 at the earliest.

**Treasurer's Report** - The band now has a checking account at First Horizon Bank, and persons having signature authority are Neil, Dave Koch, and Chuck Moore. After payment for checks, the account has a balance of \$56.35.

**Performance** - Jake Mulford reported that a performance was tentatively scheduled for December 10, 2023 at 3:00 pm at Jordan Oaks retirement center. Three members of the band are also in the Holly Springs Community Band, which has its Christmas concert at 4:00 pm that day. There was discussion as to whether an earlier time for Jordan Oaks would allow those members to make both concerts. [Note - the HSCB conductor subsequently advised that chair time for that concert would be 3:00 pm.] Discussion was also held concerning payments and/or contributions for performances by the organizations for whom the band is performing. Jake advised that the performance for Templeton of Cary was being moved to next year. The last matter discussed was whether to have any concerts/performances at times other than Sunday afternoons. It was agreed that the entire band should be polled to see if that should be considered.

St. Francis UMC Liaison – Wendy Armstrong reported that SFUMC was looking for dates in January when the band could perform at a Sunday morning service. A discussion was held as to whether the band could be scheduled to perform quarterly for the church. Wendy and John Wakeford advised that setup for practices in the area outside the sanctuary was going well, but Wendy reminded everyone of the importance of using “spit rags” to keep liquids, particularly oils, off the carpet.

Communications – Jeff Eichen reported that he was working on moving the attendance sheet to use Google Calendar. Jake and Daniel will be assisting on attendance reporting and calendaring. A discussion was held as to whether some sort of notification could be programmed to alert the Librarian and Music Director to changes in the attendance reporting, particularly late changes.

Personnel – Dave Koch asked the board to think about sections where we could use additional musicians, such as more cornets. That led to a discussion on how to handle prospective new members. The consensus was that Music Director John Morrison could invite players to rehearsals to see how they do, with the Music Director then making the decision on whether the player’s skills and abilities meet the band’s needs. The need for percussionists was also discussed.

Website – Daniel Fenton advised he is still working on the band’s website. There will be a “members only” section. The section may be set up where the members use their email addresses as their passwords.

Library – John Roth discussed the need to get folders back from folks who are no longer active participants in the band. The band currently has three sets of binders. Discussion was held on the need to clean up binders and move some music back to the file cabinets; members could then have binders with just the music we are currently working on. John advised that digitizing the music library is a long-term goal.

Music Director – John Morrison was asked to establish a target number of players that would be ideal. John will identify what we need.

The meeting adjourned at 7:00 pm.