

Saint Francis Brass Band Board of Directors Meeting

January 7, 2025

The meeting began at Macedonia United Methodist Church at 7:00 pm with the following board members in attendance: President Dave Koch, Vice President Chuck Moore, Secretary-Treasurer Neil Smith, Librarian John Roth, Jeff Eichen, John Wakeford, Daniel Fenton, Wendy Armstrong, Jake Mulford, and Music Director Emeritus Doug Amaxopoulos.

Dave Koch reviewed the minutes of the board meeting on July 16, 2024. A motion was made to approve the minutes. The motion was seconded, and the minutes were unanimously approved. Jake noted as a change to the schedule attached to the July minutes that there is now a performance at Stoneridge Gracious Retirement Living on February 23, 2025, instead of a rehearsal. Wendy also advised that the band would not be able to rehearse at St. Francis UMC on February 16, 2025, due to a memorial service that afternoon. Dave advised he would check on using Resurrection Lutheran Church for the rehearsal.

Dave advised that there would be a vote at the annual meeting on the three board members whose terms expire this month: Jeff Eichen, John Wakeford, and Neil Smith. All three have agreed to continue to serve as board members if reelected. There will also be a short board meeting after the annual meeting for the board to elect officers for the year. Dave, Chuck and Neil have agreed to continue serving as officers if elected.

Secretary's Report – Neil Smith reported that he anticipated filing the band's IRS Form 990-N(e-postcard), the annual filing requirement for small tax-exempt organizations, in March.

Treasurer's Report – Neil Smith reported that the current balance for the band's checking account at First Horizon Bank is \$281.35. The \$100 deposit and then withdrawal in December 2024 was a passthrough of a check written for the gifts to the Music Director and Librarian. There have been no other transactions. The band currently has invoices outstanding to The Templeton (\$125) and Jordan Oaks (\$150) for performances in November and December 2024. Jake and Neil will follow up on those. With the band being a 501(c)(3) charitable organization, contributions to the band are tax-deductible and efforts will be made to encourage donations.

Performance - Jake Mulford advised that, except for Stonebridge, two St. Francis UMC morning services, and the Carolina Brass Band Festival, there are no other performances lined up for the first half of the year. The time and location of the Carolina Brass Band Festival is still to be determined. A brief discussion was held on other possible venues. The new Atria Cary senior living facility near Koka Booth amphitheater was suggested. Another suggestion was Cary Downtown Park. Later in the meeting, Chuck suggested Glenaire as a venue, but Jake noted that Glenaire does not do Sunday performances. It was agreed to poll the band members at

the annual meeting whether the band would be willing to do performances other than on Sundays.

St. Francis UMC Liaison – Wendy Armstrong and John Wakeford reported there have been no complaints from the church. A brief discussion was held as to how the band could say thank you to the church for being a good partner.

Communications – Jeff Eichen had two issues he wanted to discuss. First, Jeff had made efforts to create a text message group and had received a luke-warm response (about 14 members responding). Jake said text messages could be useful for short-notice messages. It was agreed to again ask the band members at the annual meeting whether they will support using a text message group for limited short-notice messages. The second issue concerned the attendance spreadsheet. John Roth again asked how we might get notifications if a band member changes their attendance status shortly before a rehearsal. Jeff advised that it could require some coding, but he would work on it.

Personnel – Chuck Moore reported on personnel issues. Chuck is continuing to keep track of members who are present/not present for rehearsals and performances and comparing that with the on-line attendance schedule. Chuck checks the attendance spreadsheet every Sunday morning to look for last-minute changes. At present, there are not any band members who are consistent no-shows. Chuck reported no problems using the attendance spreadsheet.

Website – Daniel Fenton reported that he was continuing to work on the website. Dave advised that Rick Guptil reported that the Facebook page was out of date. There was a brief discussion on who owns the FB page and whether it is needed. Daniel needs to get content to put on the website, to include photos and videos. Using clips from the church's recorded Sunday morning services was discussed. Neil stated he would send bylaws and minutes to be loaded to a member-only section of the website.

Library – John Roth reported on the music library. John advised that the music notebooks started the year with zero pieces and pieces are now being added. John had to scan only six new pieces for January. It takes about 20 minutes to scan a piece. John will need help with re-filing music but does not want to do a re-filing session just yet. It was agreed to ask the band members at the annual meeting about printing their own music. Several band members are already using tablets or printing their own music.

Obtaining additional music was discussed. One of the challenges is finding arrangements in the keys and clefs that our band can use. John Morrison will be asked for a list of music he would like to obtain for the band.

Music Director John Morrison was unable to attend. Dave polled the board members for their thoughts on the Music Director's performance. The consensus was that John Morrison was highly thought of and that the band was fortunate to have a conductor of his abilities. Dave and Doug remarked that they thought the band sounded the best it had ever sounded. The continuing need for a percussionist was discussed, and Ben Wakeford was suggested as a possibility.

Doug Amaxopolous closed the meeting with a prayer.

There being no further business, the meeting adjourned at 8:12 pm.

