

Approved by the Board on October 18, 2020
Camarillo Community Band Board of Directors
Minutes of the Meeting of September 13, 2020
Conducted online via Zoom

Members: Daniel A. Rhymes, President; Betty Weyek, Vice President; Rick Austinson, Treasurer; Mark Fischer, Secretary; Andy Binsley, Board member at large; Doug Hardie, Board member at large; David Hudnell, Board member at large; Nadia Talley, Board member at large.

1. Call to Order. Dan Rhymes started the meeting at 6:37.
2. Roll Call. Mark Fischer noted that all members were present except David Hudnell. He arrived at 6:59 but had to leave before 7:30.
3. Approval of the Agenda. The agenda for September 13 was approved unanimously.
4. Approval of Previous Board Minutes.
 - A. Dec. 3, 2019. Mark Fischer had simplified the minutes at the board's request in January. They were approved unanimously.
 - B. Jan. 19, 2020. With one spelling correction, the January 19 minutes were approved unanimously.
5. Future Performances of the Camarillo Community Band. Dan Rhymes reported that he has prepared a concert program for some time in the future when the band is called upon to play by the Pleasant Valley Recreation and Parks Department. He does not anticipate performances until Memorial Day.
6. Finance Report and Adjustments to Budget.
 - A. Introduction. At 6:46, Rick Austinson presented the following documents.
 1. Profit and Loss. Rick said that the band received \$465 in checks plus a grant from the city. There were a few expenses: postage, insurance, and a bill from the Pleasant Valley School District for rehearsal space.
 2. Balance Sheet.
 3. Transactions for the Year. There were three Amazon Smile deposits (totaling \$50) and a number of small donations.
 4. Budget Compared to Actuals. The band purchased flowers on the occasion of the death of the widow of the late Fred Galloway, a long-time band member. Doug Hardie attended the funeral and noted that the Camarillo Community Band was noted with appreciation.
 - B. Gifts and Memorials. Members asked whether there ought to be a budget category for memorial gifts. It was moved that the existing budget category of "gift" (usually reserved for conductors and the Christmas Santa Claus) will be expanded to include "memorials" and the budget category will be expanded in 2021 from \$400 to \$450. The motion passed unanimously.

- C. **Webpage Costs.** Dan Rhymes had distributed a document titled “Note re CCB Web Page Cost.” There were expenses of \$523.67 for a three-year domain and hosting agreement with Godaddy. Dan paid with his credit card. A discussion followed in which the following points were made:
- Irregularity. Dan’s decision to incur the web page cost was irregular and should have been discussed by the board.
 - Potential Savings. The board might have been able to find less expensive domain and hosting agreement.
 - Good Faith. Dan incurred the expense in good faith and should be reimbursed.
 - Thanks. The board expressed its thanks to David Fischer, who enabled the transfer of a mock-up website to Godaddy utilizing the CCB domain.
- D. **Motion.** The board moved to increase the annual website budget to \$225 and reimburse Dan. The motion passed 6/1 (with Nadia Talley voting no; David Hudnell had left the meeting).
- E. **Auditing.** Members noted that it was time for the CCB to be audited again (as it was a year ago by Doug Weyek and David Hudnell). Betty Weyek will follow up. Rick Austinson noted that he has re-filed with the California Secretary of State the band’s “Statement of Information” (first filed on Dec. 31, 2018).
7. **Meadowlark Grant – Status.** At 7:27, Dan Rhymes reported that Meadowlark Service Club did not fund the CCB’s request to rent storage for the music library of Kirk Raymond. Rick Austinson urged Dan to submit the request again to Meadowlark. Betty Weyek recommended that the band offer ensembles to perform at Meadowlark fundraisers. Dan said that it is important, if the band is to form smaller ensembles, to create a committee for approving the ensembles, because they will represent the CCB.
8. **Web Page – Status.** At 7:31, Dan Rhymes introduced a discussion of a handout entitled “Proposed Web Page Discussion for CCB Board.”
- A. **Issues.** Dan highlighted the issues of privacy and donations.
1. **Privacy.** Dan expressed reluctance to put members’ photos on the website without their permission and to upload every concert program to the website. Members made the following comments:
 - Purpose. The website primarily promotes and markets the band.
 - Burden. The more information the webpage contains, the greater the burden on the webmasters to keep it current.
 - Transparency. By including information about the Board of Directors, the website can demonstrate its transparency.
 2. **Donations.** The website has a donations page, but does not offer visitors the opportunity to contribute to the band via credit card.
 - Minimizing Expenses. PayPal would facilitate credit card donations, but there would be a transaction cost.
 - Alternatives. There are alternatives to PayPal, such as ACH and Venmo. Nadia Talley will research them.
 - Board. Several people noted that it is not intuitive to find the members of the CCB board under the “History” tab.

- Links. Some expressed a desire to insert on the website a link enabling visitors to email the entire board.
- B. Conclusion. Dan Rhymes agreed that there is a need for further discussion of the website at the next board meeting.
9. Kirk Raymond Music Library. At 7:48 Dan Rhymes introduced the topic of Kirk's library, which he has offered to donate to the CCB, provided that it is safely cared for and that, if the CCB dissolves, the library will go to another organization. The library has 450 titles in five filing cabinets.
- A. Discussion. The board members made the following comments:
1. Research Needed. Before the band commits to renting a storage facility, it should discover how much room is needed and rent only the minimum space required.
 2. Digitizing the Library. Digitizing the collection would not solve the rental space problem, because the original sheet music would have to be preserved.
 3. Other Equipment. A rental facility would enable the storage of other things that the band owns, such as music stands and plexiglass covers to prevent music from blowing off a stand.
- B. Motion. It was moved that the band pursue the acquisition of Kirk Raymond's library, research the costs of storing the music and other band assets, and discuss storage at the next meeting. The motion passed unanimously.
10. Fund Raising Discussion. Dan Rhymes tabled this discussion in the interests of time.
11. Next Meeting. Dan Rhymes proposed scheduling another meeting for the board to discuss the webpage, privacy, storage, and fundraising. It was moved to meet on October 18. The motion passed unanimously.
12. Adjournment. The meeting adjourned at 8:06.

Mark F. Fischer