

Approved by the Board on Nov. 15, 2020
Camarillo Community Band Board of Directors
Minutes of Sunday, October 18, 2020 (6:30 PM to 8:00 PM)
Meeting 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 **Becker** (Board member at large).

1. Call to Order. Dan Rhymes called the meeting to order at 6:35.
2. Roll Call. All members were present except David Hudnell.
3. Approval of the Agenda. Unanimously approved.
4. Approval of the Minutes. Two corrections were made to the minutes of the Board Meeting of September 13, 2020.
 - A. School District. The minutes mistakenly said that the CCB had received a bill from the Pleasant Valley Recreation and Parks District, but it was actually from the Pleasant Valley School District.
 - B. Donation Link. The minutes wrongly said that the CCB website has a donation link, when it actually has only a donation page (without the link).
 - C. Approval. A motion to approve the minutes with the two corrections was approved unanimously.
5. Christmas Concert 2020 (Dan Rhymes). At 6:39, Dan Rhymes expressed doubt that there would be a Christmas Concert. He wants to inform band members and patrons.
 - A. Cancellation and Notification.
 1. Assumed cancellation. At first, the board seemed to assume that the Christmas Concert would be cancelled, noting that it would be difficult to find an outdoor place to rehearse (given that rehearsing indoors would pose a risk of Covid).
 2. Alternatives to the Post. Members discussed alternatives to the expense of sending out notices of the cancellation by U.S. Post.
 3. PVRPD Activity Guide. Some suggested that the cancellation of the concert could be announced through the Pleasant Valley Recreation and Parks District "Activity Guide."
 4. Social Media. Others said that the cancellation could be announced on social media (i.e., the band's Facebook page and website).
 - B. Alternatives to the Traditional Concert. After a few minutes, some board members began to discuss alternatives to a concert with the audience present.
 1. Streaming. Some wondered whether the Christmas Concert could be streamed over the Internet. A fish-eye camera would be able to capture the entire band. Dan Rhymes said that he would inquire with PVRPD whether the band could live-stream from the Recreation Center.

2. Conclusion. Dan will speak to PVRPD if it is possible, and if they say no, we should inform patrons and band members immediately: no Christmas concert. Dan will consult PVRPD and inform the board. The board will officially vote to halt the concert.
5. Finance Report. Rick Austinson had sent CCB Finance reports via email. There have been three transactions since last meeting, so he did not review the Profit and Loss Statement or the Balance Sheet. He highlighted the following issues:
 - A. Activities.
 1. Presto Pasta. There was a deposit of money from the proceeds of a fundraiser at Presto Pasta. Betty Weyek offered to send information about the event to Bridget Fischer so she could write a thank-you note.
 2. VCCF. The Ventura County Community Foundation gave the band \$1000. A thank-you has been sent.
 3. Website. Dan Rhymes was reimbursed for his expenses on the web site.
 - B. City Grant. The \$2000 grant from the City of Camarillo has been spent. The band's newly purchased music is an "asset" but it does not need to be listed as such on QuickBooks. Rick said an equipment list and a library list both exist on DropBox.
6. Web Page Discussion. At 7:12, Dan Rhymes introduced the discussion by reviewing the website issues that had been raised by the board on September 13.
 - A. Privacy Issues. Dan is concerned about the names and photos of band members on the band website. He said he dislikes it when people take his picture and post it to Facebook without asking him.
 1. Permission Required? Some of the Board said that band members should give their permission if the website posts their pictures.
 2. Public Domain. Others said that the photos are taken in public, and so permission is not required. The issue is not a legal one but a matter of courtesy. The board did not reach a decision.
 - B. Donations. At 7:22, Dan asked whether the website should use a commercial service like PayPal.
 1. Research. Nadia Becker offered to research commercial services that will accept contributions on the band's behalf.
 2. Location. Some board members expressed the view that the band website ought to have a donation button on the front page. Dan said that he and Mark Fischer would give this consideration.
 - C. Concert History. Dan asked whether the website should list the music played at each program. The board discussed this at length.
 1. Fundraising. Some said that the band website should be focused on the future, not its past concerts. The future is important for fundraising.
 2. Privacy. Some expressed concern that the publication of the band's past programs might invade the privacy of band members. All agreed that the website should not include a list of each band member's years of participation.

3. Testimony. Others recommended that the website include all past programs of band concerts because they testify to the band's longevity, success, and contribution to the city.
 4. Conclusion. Dan promised to give the matter further thought.
 - D. Conductor. The board discussed whether the website ought to include the bio of every past conductor. Members agreed that the website ought to highlight current conductors, but not those from the past.
 - E. Remaining Issues. Dan sketched some issues that were mentioned at the last board meeting, promising a fuller discussion later:
 1. Photos. Some members want to publish photos of band members.
 2. Board Documents. The issue is whether documents of the CCB Board of Directors belong on the website.
 3. Band Logo. Some feel that the band logo ought to appear on every page of the website.
 4. Links to Other Organizations. Should the website include a "links" or "resource" tab?
7. Storage Facility for CCB Music and Equipment. At 7:51, Dan Rhymes introduced a discussion of the size requirements and anticipated cost of a rental storage facility.
- A. Costs. In Camarillo, costs for storage facilities differ greatly. The band may negotiate a lower cost by advertizing the storage facility in concert programs.
 - B. Size. To accommodate 10 filing cabinets, the band needs an 8 x10 (at a cost of approximately \$3000 per year). Kirk Raymond wants to donate his library of band music in 2021. If the band takes possession on January 1, it will not have to move the filing cabinets until June.
 - C. Discussion. In the discussion, board members expressed concerns about the expense and about the size of the storage facility.
8. Fund Raising Discussion.
- A. Introduction. At 7:58 Dan Rhymes invited the board to brainstorm with him about fundraising during the pandemic. Board members said that restaurants, even during the time of Covid, want people to hold fund-raisers.
 - B. Role of Band Members. Rick Austinson recommended that the band invite its members to contribute.
 1. Delay? Some suggested that the band should hold off from asking band members to contribute until the band begins to perform again.
 2. Checking Account. Rick Austinson said that the band has \$7104 in the checking account. The band's fixed expenses for the year are approximately \$1000. In December of 2021, it will still have \$6,110 in the checkbook.
 3. Fixed Expenses. The board agreed that fixed expenses are a legitimate reason to fundraise, even if the band is not performing.
 - C. Conclusion.
 1. The Band's Needs. The board recommended that the band should encourage people to donate before the end of the year.
 2. Food Trucks. Food trucks at a band concert might give a share of their proceeds to the band. Dan Rhymes said that the Pleasant Valley Recreation

and Parks District opposes sharing the income from food trucks. He will discuss the issue with them when in December he renegotiates the band's Memorandum of Understanding with PVRPD.

9. Next CCB Board Meeting. The next meeting will take place on November 15, 2020 via Zoom (hosted by Andy Binsley). Betty Weyek asked, "When must the board renew its conflict of interest statements and statement about electronic communication?" Mark Fischer promised to look into the question. The meeting adjourned at 8:12.

Mark F. Fischer