

Approved by the Board on Jan. 16, 2022
Board of Directors, Camarillo Community Band
Minutes of the Meeting of November 14, 2021
Conducted via Zoom from 7:00 to 8:30 PM

Members: Daniel A. Rhymes (President), Betty Weyek (Vice President), Rick Austinson (Treasurer), Mark Fischer (Secretary), Nadia Becker (Board member at large), Andy Binsley (Board member at large), Doug Hardie (Board member at large, connecting by phone), and David Hudnell (Board member at large).

1. Call to Order. Dan Rhymes called the meeting to order at 7:03. He noted the resignation from the board of Beverly Matsumura.
2. Roll Call. All members were present except David Hudnell, who arrived at 7:06.
3. Approval of the Agenda. Dan Rhymes noted that the “Digital Platform” Committee was mistakenly listed on the agenda as the “Storage of Documents, Communication, and Security” Committee. With those corrections, the agenda was approved.
4. Minutes of the September 12, 2021 Board Meeting.
 - A. Review. Dan Rhymes objected to the sentence about the band manager “pursuing” the matter of a community wide concert of various Ventura County bands (item 10.B). He did not think the board had expressed itself that strongly.
 - B. Approval. The members affirmed the use of “pursue” and the minutes were unanimously approved.
5. Finance Report (7:04).
 - A. Documents. Rick had distributed in advance a balance sheet, a statement of profit and loss, and a transaction list. He shared the Zoom screen and displayed the documents. He noted that the band had received \$485 through the Givebutter platform. The band had donated to SOKM and bought Christmas music.
 - B. Transaction List. Betty Weyek noted that the transaction list included a check for \$1055 to Dan Rhymes marked “split.” She and David Hudnell said that they would like to see on the transaction list how that income was split up. Rick responded that the detail is in Quickbooks. The program automatically produces the balance sheet, statement of profit and loss, and the transaction list. To alter the transaction list, he said, would be time-consuming. Finally Rick was able to display a page from Quickbooks that showed how the check to Dan was split up. That satisfied the members.
 - C. Discretionary Funds. Dan Rhymes said that he added \$100 from discretionary funds to the budgeted sum of \$100 for Christmas music after a discussion with Rick Austinson. The board asked Mark Fischer to consult the “Board Policies” about expenditures less than \$100. Policy 6.m (2019-11-12) states: “CCB Officers can authorize expenditures less than \$100 that are not in the budget. This is limited to two times in a calendar year.”

6. Christmas Concert Update (7:30).

- A. Introduction. Dan Rhymes shared a number of information items:
1. New Titles. The band will have two new titles to perform at the concert. He has discussed the set list with conductor Julie Judd.
 2. Pandemic. Each band member's folder will indicate requirements for wearing a mask. The band will follow Ventura County Health Requirements.
 3. Locale. Freedom Center will be the rehearsal place. The band agreed to rehearse on Monday. Doug Hardie has sent to band members a link by which they can register in advance to play with the band.
 4. Date Cards. Jennifer Rhymes is designing "date cards" (\$36.44 for 1000). They are like a business card with the band's summer concert dates.
 5. Set-up. The church to which Keith Salvias belongs will help the CCB set up its concert and to put away chairs at the end.
- B. Pandemic News. Ventura County Health Requirements have been approved by the Pleasant Valley Recreation and Parks Department, as well as by a city official. The band may perform without masks (and hopefully rehearse without masks). Audience members must wear masks.
- C. Vaccinations for Band Members? Doug Hardie has requested that all band members be vaccinated.
1. Doug's Objection. Doug had sent a registration form to all band members, asking them to register for the Christmas Concert. He did not want to send it a second time without raising the vaccination question with the board. Some board members objected that he should have sent it.
 2. County Policy. Dan noted that the band is committed to following up-to-date Ventura County Health guidelines, but they do not require vaccinations.
 3. Liability. David Hudnell expressed concern about the band's legal liability. The more vague the band's policy, he said, the less its liability.
- D. Motion. Doug Hardie moved that the board should require all band members to be vaccinated for the rehearsals and the performance. There was no second. Doug agreed to send out the registration form.

7. Directors and Officers Insurance Quote (7:56).

- A. Introduction. Dan Rhymes said that he has looked into the question of whether the CCB Board should have "Directors and Officers" (DNO) insurance in case the board is liable for legal injury. The cost is about \$500 per year. He had consulted an expert who explained that, if the band were ever sued, the board members would be personally liable.
- B. Discussion.
1. Personal Injury Coverage. The greatest risk is personal injury, said Rick Austinson, and the band is already insured for that. A lawsuit is unlikely, he added.
 2. Protection of Board Members. Andy Binsley noted that DNO insurance would pay for the legal defense of board members. He said that most nonprofits have this insurance because it is considered a wise practice.

3. Homeowners' Protection. Some board members noted that individuals may have some protection when they buy personal injury insurance as part of a homeowner's policy.
 - C. Motion. Andy Binsley that the board shall purchase DNO (Directors and Officers) insurance, provided it can find an acceptable price and terms. Nadia Becker seconded the motion. The motion passed, with David Hudnell voting no. Dan Rhymes said that he will submit a proposal to the board.
8. Use of Camarillo Community Band Roster (8:22).
- A. Proposed Uses. Dan Rhymes said that band members may benefit by receiving email notices via the band's electronic roster about performance opportunities and about the donation or sale of musical instruments. He asked the board's opinion.
 - B. Discussion.
 1. Mission. Some members wondered whether the use of the roster was in accord with the band's mission. Some felt that it did fit the mission because such emails are music related and the roster would not be sold to a third party. Others felt that the roster should be used solely for communicating with band members about concert-related matters.
 2. Opting Out. A question was raised about whether band members could "opt out" on receiving emails. Doug Hardie, who handles email traffic to all band members, suggested that it might be possible to create a second roster of only band members who want to receive the emails.
 - C. Motion. Dan Rhymes moved that the band roster be used to notify people about the sale of band instruments and opportunities to perform. There was no second. Then Dan moved to table the discussion and Mark Fischer seconded it. The motion to table passed unanimously.
9. Updates from: Current Operating Committees. Due to time constraints, Dan Rhymes skipped this item.
10. Election of Board Members.
- A. Introduction. Dan Rhymes says that Mark Fischer is ready to invite the band members to nominate themselves for board membership.
 - B. Discussion.
 1. Recent Resignations. Several board members questioned the recent resignations of two board members. They said that it is important that board members have realistic expectations of what board membership entails.
 2. Motive for Resignations. Mark Fischer said that he had spoken to one board member who resigned. She had expressed frustration at the tenor of the board meeting but wants to remain active in band committee work.
 3. Complaints. Several members said that they were frustrated that meetings are marked by abrasiveness, by preoccupation with minutia, and by stubbornness.
 - C. Conclusion. After a brief discussion, it was agreed that Mark Fischer will send to band members an invitation to nominate themselves for board membership.

11. Next Board Meeting. The Board agreed unanimously to set the date of the next meeting at December 19. Members will meet on-line via ZOOM from 7:00 to 8:30 PM. Dan Rhymes said that the meeting is intended to select new board members and would likely end before an hour and a half.

12. Adjournment. The meeting adjourned at 8:52.

Mark F. Fischer