

Minutes approved by the Board on June 5, 2022
Board of Directors, Camarillo Community Band
Minutes for the Meeting of March 13, 2022
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), Andy Binsley (Board member at large), Doug Hardie (Board member at large, connecting by phone), and David Hudnell (Board member at large). Nadia Becker (Board member at large), was excused.

1. Call to Order. At 7:02, Dan Rhymes called the meeting to order.
2. Roll Call. All were present except Nadia Becker.
3. Approval of the Agenda - Dan Rhymes. The agenda was unanimously approved.
4. Approval of the minutes from the Board meeting held on January 16, 2022. Dan Rhymes noted that the minutes announced the start time of the next meeting as 6:30. In the interim following January 16, he overlooked that and informed members that the March 13 meeting was to begin at 7:00. Mark Fischer said that he preferred 7:00 and moved that meetings begin at that time. The board passed the motion unanimously.
 - A. Meetings in 2022 and 2023. Dan Rhymes proposed that the minutes of January 16 say: “Dan moved that the board shall meet in 2022 on the following dates: January 16, March 13, June 12, September 11, November 13 (to vote for new board members), and January 15, 2023. The board moved that June 12 should be replaced by June 5 (to avoid a conflict with a concert), and a meeting scheduled for Dec. 18 was cancelled.” The board agreed with Dan’s proposal without taking it to a vote.
 - B. Budget. The minutes made some mistakes under the heading of “New Expenses. The minutes ought to say, “The proposed budget includes \$725 for insurance (including the anticipated purchase of Directors and Officers Insurance) and \$500 for sheet music.”
 - C. The minutes were approved as amended. 6/1 abstention (Hudnell).
5. Finance report. Rick Austinson distributed a Balance Sheet, a Profit and Loss Statement, and a Transaction List in advance. He made a brief report.
6. “Directors and Officers” Insurance. At 7:20, Dan Rhymes said that the “Directors and Officers” Insurance policy from Travelers Insurance, and the band’s liability insurance policy with State Farm Insurance, were sent to each board member in a memo dated February 19, 2022. He would like to discuss the policies at the September meeting. The quotes, he said, were approved by the board and paid. The board needs to discuss the insurance policies.
7. Camarillo Ranch Foundation Invitation. Mary Goldberg invited the band to perform.

- A. Proposal. Dan Rhymes presented a Summer 2022 Rehearsal and Concert Schedule to accommodate a Camarillo Ranch Foundation performance on June 30, 2022:
- Monday June 20, Wednesday June 22, Thursday June 23,
 - Monday June 27, Wednesday June 29, **Thursday June 30**
 - Monday July 4 (the band does not rehearse on this day).
 - Tuesday July 5. * Wednesday July 6. * **Thursday July 7**
 - Monday July 11 Wednesday July 13 **Thursday July 14**
 - Monday July 18 Wednesday July 20 **Thursday July 21**
 - Monday July 25 Wednesday July 27 **Thursday July 28**
 - Rehearsal for July 14, 21, or 28 (TBA)
 - Rehearsal for June 30 Concert at Camarillo Ranch Rehearsal for June 30 Concert at Camarillo Ranch **Concert at Camarillo Ranch**
 - NO REHEARSAL - Independence Day
 - Rehearsal for July 7 **Concert at Constitution Park**
 - Rehearsal for July 14 **Concert at Constitution Park**
 - Rehearsal for July 21 **Concert at Constitution Park**
 - Rehearsal for July 28 **Concert at Constitution Park**
- * PLEASE NOTE: July 4th Independence Day is on Monday. Tuesday was selected to rehearse this week.
- B. Decision: Andy Binsley recommended acceptance of the invitation, and the board agreed. Dan Rhymes said that Bob Hackett will lead the band.

8. Establish a list of equipment and support items we require.

- A. Proposal. At 7:29, Dan Rhymes noted an area of cooperation between the CCB's publicity and fundraising committees. If the band had a goal or wishlist, he said, it would be easier to approach donors. Dan proposed items for the wishlist:
- Storage facility for equipment and music.
 - Director's music stand
 - Band Folders (5 sets at 60 each set)
 - Battery powered stand lights (60)
 - Manhasset Music stands (60)
 - Music stand racks (3)
 - Trailer to transport equipment
 - Storage (additional) to store trailer
 - Box to store plastic sheets (4)
 - Box to store wire music stands (4)
 - Concert Bass Drum and stand
 - Bell Set
 - Snare drum and stand
 - Drum set with stool
 - Crash Cymbals and stand
 - Tympani (set of 4)
 - Various percussion equipment including sticks and mallets
- B. Discussion.

1. **Prioritizing.** Rick Austinson praised the wishlist, saying that it enables the band to prioritize its needs. In the budget, he said, the CCB set \$2000 as a target for fundraising to support a long-term goal of renting storage space.
 2. **Refinements.** Andy Binsley said that the wishlist should include (1) prices for each item (2) an order of priority or “stack rank,” and (3) a strategy for putting the items on Amazon as a wishlist.
 3. **Music Stand Lights.** Stand lights are important, said Doug Hardie, but battery-operated lights must be charged just before a performance, because the batteries lose their capacity. The board discussed whether individual band members, who had checked out the stand lights, could be responsible for charging them.
- C. **Conclusion.** Dan Rhymes agreed to set a price for each item on the wishlist.
9. **Current operating committee reports.** At 7:38, Dan Rhymes invited the committees to report.
- A. **Governance Committee.** Rick Austinson noted that Norbert Tan is willing to participate in reviewing and revising the CCB bylaws.
 - B. **Publicity Committee.** At 7:39, Mark Fischer reviewed a memo to the board from the committee. It had met on February 27 and it recommended:
 - *The CCB’s website should be refreshed and should acknowledge that PVR&PD supports the band.*
 - *The band should approach actual and potential donors to financial support.*
 - *The band should offer various tiers of sponsorship and indicate the benefits to be received at each tier.*
 1. **Discussion.** The board generally agree with the three recommendations and noted:
 - **Dates.** The website should list rehearsal and performance dates as soon as possible.
 - **Donors.** Dan Rhymes recommended caution as the board approaches past contributors and invites them to be patrons.
 - **Tiers of Support.** The board liked the idea of tiers of support, by which donors could learn how they might benefit after giving to the band at increasing levels.
 - **Corporate sponsorship.** Several board members were enthusiastic about the possibility of gaining corporate sponsorship for the board.
 2. **Conclusion.** Mark Fischer agreed to develop a specific proposal.
 - C. **Fund-Raising Committee.** At 7:55, Betty Weyek reported for fundraising chairwoman Nadia Becker that Mr. Softee has agreed to supply all four concerts in July.
 - D. **Digital Platform Committee.** At 7:56, Betty Weyek reported that she and Rick Austinson are close to completing their proposal for the committee. Once it is completed, they will instruct the rest of the board in the new technology.
10. **President’s Report.** At 7:58, Dan Rhymes made three announcements:
- A. **Memorial Day.** The Conejo Mountain Memorial Park will not hold a service on Memorial Day this year but have invited the CCB to play next year if they offer a Memorial Day service to the community. Conejo Mountain feels that an event with several thousand people is too dangerous in a time of covid.
 - B. **Update - MOU with Pleasant Valley Recreation and Parks District.** Dan Rhymes met with Macy Trueblood and Briana Ramos (his contacts with PVR&PD). They are

considering adjustments to the MOU that Dan had proposed. Macy and Briana want the band to move the Christmas concert from the second Sunday to the first Sunday. They are overworked on the second Sunday. Dan suggested that perhaps the band could help with the setup. The board agreed to suspend discussion until the PVR&PD has made its determinations.

- C. Recognition of PVR&PD on the web page. The band's website should indicate that PVR&PD helps the band, but not as a "host" or "sponsor." Several expressed a preference for saying that PVF&PD "hosts" the band.

11. Band Managers Report.

A. Introduction. At 8:10, Dan Rhymes reported three items.

1. Items to purchase:

- The Director's Music stand has lost its ability, said Dan, to hold the music at the desired level. Rick Austinson said that there is \$100 in the budget for a new one.
- Music folders. The current folders are showing their age, said Dan. He recommended the purchase of printed folders with the band's logo on front. The board expressed a preference for donated folders, not folders purchased by the band.

2. Conductors for the Summer 2022 Concerts. Dan has all the slots filled except one. Zach Markiewicz has not sent his bio yet, but he has accepted the invitation. (Bob Hackett and John McQuilkin have also agreed to conduct). Betty Weyek recommended Ann Freeling and Elaine Rosner as conductors.

3. Rehearsal Sites? At 8:17, Dan asked the board its opinion on the various sites of rehearsals: Freedom Park site, the Senior Center site, or the Pleasant Valley School District (Room C3). The Senior Center and Freedom Park are offered at no charge. The facilities offered Pleasant Valley School District (Room C3) require the band to pay an hourly fee. A discussion followed.

- a. Rental. Rick Austinson said that there is money in the budget for renting C3. It is close, he said, and the equipment from SOKM (used by the band) is nearby.
- b. PVR&PD Sites. Recreation and Parks, some members said, offers Freedom Park at no charge. Freedom Park has better parking and lighting than C3, but Betty Weyek said that C3 has new lights.
- c. Conclusion. In the end, the board agreed to rent C3 and asked Betty Weyek to negotiate an agreement with the Pleasant Valley School District.

4. Final Remarks. At 8:28, Dan Rhymes concluded his remarks by noting the death of Craig Spurrier (a cornetist with British Brass for many years). There will be a memorial on April 9 at 3:00. Musicians who want to participate can respond to Corey Nordahl, who is organizing the music for the memorial. Dan also noted a letter from Mark Galloway with a donation of \$200 on behalf of his father, Fred Galloway.

12. Next Meeting. The next board meeting shall be held on-line via ZOOM on June 5, 2022 from 7:00 PM to 8:30 PM.

13. Adjourn. The meeting adjourned at 8:33.

Mark F. Fischer