*Approved by the Board of Directors on January 15, 2023*

**Board of Directors, Camarillo Community Band**

Minutes of the Meeting of November 13, 2022

Meeting Time: 7:00 PM – 8:30 PM via Zoom

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) and Doug Hardie (Board member at large). Also present were John McQuilkin and Steve Graff. Excused was Nadia Becker.

1. Call to Order. Dan Rhymes called the meeting to order at 7:03.
2. Roll Call. Mark Fischer recorded the names of attendees.
3. Approval of the Agenda. Rick Austinson reported that he received a donation from Presto Pasta, so agenda item 5C (a discussion of the check) was dropped. The amended agenda was unanimously approved.
4. Approval of the Minutes of September 11, 2022. Dan Rhymes suggested some improvements to the minutes, which were unanimously approved as amended.
5. Old Business. Dan Rhymes had met Macy Trueblood and Katlyn Simber-Clickener on October 5. Later he met with Brianna Ramos. The question of who should pay for the restrooms at band concerts will be discussed when the Memo of Understanding (MOU) is renegotiated.
6. Finance Report. (7:17).
7. Introduction. Rick Austinson distributed a balance sheet, a statement of profit and loss, and a budget.
8. Discussion.
9. Categories. Doug Hardie suggested that the income category “general,” which is the single largest income category, could be subdivided.
10. Contributions. Rick Austinson noted that the band only met 79% of its hoped-for contributions. Last year the band had anticipated a need to make more money. It expressed, in budget categories, a hoped-for income. This year, when the hoped-for income fell short, the band’s “operational” budget was less than the $2000 it anticipated.
11. Request Letter. Andy Binsley offered to draft a letter to band patrons, inviting their support.
12. Conclusion. The board thanked Andy Binsley for offering to draft a letter to band patrons.
13. Election of New Members. At 7:29, Mark Fischer introduced band members John McQuilkin and Steve Graff (present on Zoom) who had allowed their names to be place in nomination for board membership.
14. Re-Election of Current Members. Dan Rhymes asked whether all current members of the board wish to continue as members for another year, and all indicated their willingness. Dan noted that Nadia Becker, not present at the meeting, had also expressed a willingness to continue. All were duly elected.
15. Re-Election of Officers. Dan then asked the board whether it would affirm the current officers: Dan Rhymes (President), Betty Weyek (Vice-President), Rick Austinson (Treasurer) and Mark Fischer (Secretary). The four were re-elected to their office as well.
16. Election of John McQuilkin and Steve Graff. Board members then engaged in a conversation with nominees John McQuilkin and Steve Graff, who have been nominated for a one-year term. They were unanimously elected, their term starting Jan. 1.
17. In-Kind Donations. At 7:41, Dan Rhymes introduced a discussion of in-kind donations. During the summer, the band began to accept cash contributions at various levels: Timpani ($300-$499), Xylophone ($200-$299), Cymbal ($100-$199), and Snare Drum ($50-$99). Dan asked: (1) should the band accept in-kind contributions, (2) how should the band report the donations, and (3) how do they affect the CCB budget?
18. Discussion. Board members considered several examples of in-kind contributions. For example, the band recently accepted the donation of a manual typewriter as a sound effect when performing Leroy Anderson’s “The Typewriter.” In 2022, Dan Rhymes and Fred Link had bought music folders with the band’s name. Betty Weyek had recently purchased some supplies (e.g., wooden pencils so that children at the concerts could come to the bandstand and pretend to conduct the band).
19. Principles. During the discussion, the board formulated a number of principles for handling in-kind contributions.
20. *In-kind contributions should be recognized just as cash*. The basic principle should be that in-kind donors who make valuable contributions should be recognized.
21. *The band must decide what in-kind gifts are acceptable*. The band should not accept in-kind contributions that are unwanted, unneeded, or that entail expenses that the band cannot afford. For example, the board chose not to accept the Kirk Raymond library. This was a prudent exercise of board authority. Not every gift should be accepted.
22. *The band should maintain a wish-list*. The board should periodically review and publicize a list of in-kind contributions that advance the board’s mission.
23. *Band manager should decide*. The band manager should decide whether or not to accept an in-kind contribution and negotiate its value. If it is a delicate question, the manager should consult with the board. But in most cases, the manager need not consult with the board before accepting a donation.
24. *Estimating the Value*. The board agreed that the value of a contributed item shall be negotiated by the band manager and by the contributor.
25. Conclusion. Andy Binsley moved that the board accept the five basic principles characterizing the donation of in-kind gifts, and Doug Hardie seconded the motion. It passed unanimously.
26. Copyright Infringement.
27. Introduction. At 8:06, Dan Rhymes introduced a discussion of copyrights. He wondered whether the CCB might be liable for performing even music that the band owns. Should the band purchase a membership in ASCAP, which licenses the performance rights of its members’ musical works?
28. Discussion.
29. Performance. The ASCAP website states, “Rental or purchase of sheet music or the purchase of a record does not authorize its public performance.”
30. Research. Several members recommended ways of researching the question. In the end, Doug Hardie volunteered to check with his contacts in the “Seniors of Note” band and John McQuilkin volunteered to consult his colleagues in the Western Band Association.
31. Current Operating Committee Reports. None of the committees had met since September 11.
32. Christmas Concert. Dan Rhymes asked for a board member to take responsibility for moving equipment to the Christmas Concert rehearsals and the concert itself. The cost of renting a uHaul truck is modest.

1. Next Meeting. The Camarillo Community Band Board of Directors will meet on January 15, 2023 from 7:00 PM to 8:30 PM via Zoom. Betty Weyek noted that Nadia Becker does not like to meet via Zoom and Dan Rhymes proposed, “Future board meetings will be held as hybrid meetings if possible.”
2. Adjournment. The meeting adjourned at 8:35.

Mark F. Fischer