

SOSB LEADERSHIP TEAM MINUTES

Director – Chris Brandenburg

Associate Director –
Dan Nichols

President – Bob McComb

Treasurer – Dave VanAs

Secretary/Website –
Carolyn Stoll

Librarians – Harriet Richardson
Andrea Smiley

Stage Manager – Scott Balmos

Roster – Jim Gast

Publicity – Rebecca Bachman
Sandy Zuefle

Meeting Called to Order

September 20, 2018 7:12 PM

Present

Dan Nichols	Sandy Zuefle	Chris Brandenburg
Rebecca Bachman	Pam Acker	Carolyn Stoll
Harriet Richardson	Bob McComb	Scott Balmos
Dave VanAs	Sandy Zuefle	

Absent

Andie Smiley

Jim Gast

Minutes

Proposal to accept Minutes from previous meeting on website.

Harriet motioned to approve, Rebecca seconded. All approved

Treasurer Report

- Comparison of 2017 – 2018
 - Income down \$8000, mostly because the 3 foundations have not come in yet
 - Middletown has come in since report was created
 - Miriam Knoll and Middletown Foundation still outstanding
 - Patrons are down \$1200
 - Investment income will come in at a higher interest rate
 - Loss for the year
 - Miami hadn't billed us for last year's rental – wound up paying twice this year
 - Expenses mostly thrown off by MH concert rental – loss of \$1400, but overall the consensus was that it was worth it
- Music Hall Discussion
 - Could have sold at higher amount
 - Didn't sell the tickets
 - Probably hurt attendance at next concert
- Overall Treasurer's assessment – we're in good shape with total asset of \$24,000

Old Business

- Location of Music
 - Mostly in Harriet's house
 - 3.5 file cabinets at the school – school has been good about letting us store music there

- Some music gets “borrowed” – need master sets of music that belongs to us – Harriet will work on this in the coming year
 - Get a master list and then we can begin digitizing and storing in the cloud - Carolyn can help with that
 - Proposal to have a Saturday to catalog and scan music – could help with Player’s Choice concert
- Media Publicity
 - Concern that Cox was expensive, so we did without it for the Spring concert
 - Could we get Cox less expensively?
 - Skip for December since we have a big crowd anyway – save money for March and April which need more exposure
 - Survey the next concert? Hand it out at the cookie table and talk about it from the stage – could just ask people and keep track from a clip board – walk around and survey people
 - Facebook
 - Continue – seems worth it
 - Budget - \$200 for 3 weeks in advance – Bob will do that. Scott can help
 - WMKV – could we leverage them and get publicity from them?
 - Our audience demographic
 - Retirement communities – bring people on the bus
 - Mount Pleasant brings people every concert
- Pay Structure
 - Original pay period was set for 2 year period
 - Chris \$1000
 - Dan \$150

Proposal - Associate Director in lieu of a \$150 compensation would prefer to have the scores to prepare for concert, to be ordered by the Director

Dave moved to approve this - Sandy seconded – motion carried

- Smart to have two full scores
- Chris will order additional full sets of scores
- Keehnr Park
 - West Chester Township now wants us to be a contractor, who will be paid instead of receiving a donation
 - We cannot be paid and receive 1099’s because of our non-profit status
 - Instead, Chris got \$500, and we will pay him \$500 for the December concert

Proposal - Director’s December remuneration will be based on amount received at Keehner if we perform in previous June – to equal \$1000. Other 2 concerts will be \$1000 each. This arrangement will be reviewed in 2 years – in 2020.

Sandy moved to approve this and Scott seconded – motion carried

- Question about whether we’d play Blue Ash again – not likely; they’ve gone to a different format with rock and country

- Concert Receptions
 - Harriet needs help, but thinks the reception is a nice thank you to our audience and should continue
 - Pam feels we haven't really tried to get folks to be reception hosts/hostesses
 - Set up, attend, and clean up
 - Need to recruit help with this from band friends and family; shouldn't be band members
 - We get more food than we need, but we need someone to help lay things out and attend the table
 - We get too much stuff; we wind up having more than we need – limit items? Have specific numbers of items to sign up for
 - Harriet and Pam buys stuff to fill out what we need or napkins and cups
 - Dave – Pam and Harriet should be reimbursed
 - Harriet and Pam will make an announcement to the band to request help

New Business

- Website
 - Carolyn would like to move website to new platform that is easier to manage
 - Means changing the look of the website again – can't copy from current platform
 - Asked LT to Check on mobile view and see how it looks – check on phone
 - Please email suggestions or edits to Carolyn
 - Carolyn currently donates cost of domain – will submit receipt for that expense as a donation so cost can be known and factored in as part of budget
 - Need a backup to Carolyn so website can be maintained in her absence
 - Scott agreed to be backup – Carolyn will get login information to him
- 50th Anniversary
- Bill Steihl will be made Director Emeritus
 - Present a plaque at the May concert to Bill as part of 50th celebration
- Player's Choice Concert
 - Collect until October – and then vote by end of October
 - Pam – ask Bill Steihl if he has a selection he wants us to play
 - Harriet has about 20 suggestions so far

Meeting Adjourned

9:00 PM