



Meeting of the Board of Directors

11/9/2020

Board members in attendance: Melissa Terrell, Jonathan Alvares, George Matthews, Aimee Faller, Patrice Mustaafaa, Matthew Toland, Rick Villanueva, Adam Lang, Emily Dodd, Eric Rosecrants, Ross Guthrie, Seyi Adeyemi, Abdo Timejardine-Zomeño

Board members absent: Brandon Strawn, Tony Marino, Andrew Paul, Lily Sikes

Members in attendance: Kyle Rhoades, Steven Kandow, Scott Malinowski

Minutes - Key Takeaways

Virtual Concert: Planning is moving along well. We are mostly waiting on submissions from various chamber groups. Rick will continue to investigate a silent auction component and see if it's feasible in the allotted time frame.

Transition to in-person rehearsals: A transition is not feasible at this moment due to logistics and the escalating number of COVID cases. A short outdoor rehearsal is probably the most realistic option for resuming in-person rehearsals, and the board will take this time to investigate possible locations.

Preston Bradley: Due to current circumstances, Lakeside Pride will suspend monthly tenancy at and payments to Preston Bradley Center, leaving the option open to resume a relationship in the future.

- 1) Call to order, **7:33PM**
 - 2) Approval of last month's minutes
 - **Motion to approve the October 2020 Meeting Minutes as posted: Patrice. Seconded: Seyi.**
 - **Adam abstains. All others aye. Motion carries.**
 - 3) Comments from members in attendance (5 minutes each maximum)
 - 4) Kick Off (Standing Item)
 - Aimee: I accidentally used an old template to build the agenda, please ignore this.
 - 5) Officer action items
 - a) Chair – Melissa Terrell - *No Report*
 - Melissa: I have an item later, and nothing additional.
 - b) Vice-Chair – Jonathan Alvares - *No Report*
 - Jonathan: No report this month, just a shoutout to Melissa and Scott and others for helping out.
 - c) Treasurer – George Matthews - *Report Attached*
 - George: It has been a very quiet month, and I have nothing additional.
 - d) Secretary – Aimee Faller - *Report Attached*
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- Aimee: I have an agenda item, so I'll say more during that.
 - e) Member Resources – Patrice Mustaaftaa - *Report Attached*
 - Patrice: This month has been status quo and quiet. Members are trickling in, and some dues are trickling in. I'm encouraging participation in virtual concerts.
 - Emily: I will be sending a follow up email to the membership form this week. We have some new members and that's really exciting!
 - Melissa: About seventy have filled out the form already. That's great; let's keep pushing on that. We should also make sure that, as the board, we have all filled it out. We have received about \$880 in dues.
 - f) Development – Rick Villanueva - *No Report*
 - Rick: Nothing major to report. I had a meeting with the team a few weeks ago to talk about sponsorship and advertising, as the website is being opened up for that. We're also looking into organizations for Giving Tuesday. I contacted CNA, which has a new co-chair. I've also been looking at silent auction logistics for a virtual option.
 - g) PR – Matthew Toland - *Report Attached*
 - Matthew: I just have what is in the report. I'm ready to send out a press release, so please send me that finalized info ASAP.
 - Melissa: We'll get you the info. Aimee, are you heading this up?
 - Aimee: Yes. along with Emily and a few others. We're almost locked down on those details, and I will send them along.
 - h) Marketing – Adam Lang - *Report Attached*
 - Adam: I don't have anything planned for Giving Tuesday yet, and that's coming up this month. Normally we do higher dollar solicitations around equipment we need. Do we ask for that this time considering the situation everyone is in or not?
 - Matthew: If we don't ask, someone else will, and people are still donating. Having money in the bank isn't a good reason to skip the fundraising opportunity, so I think we should still ask.
 - Melissa: In the past, AD's would choose a high ticket item they need, since people tend to give more towards a thing versus giving anonymous money. Since we're not rehearsing right now, it's hard to ask for items.
 - Scott: I would ask for a set of speakers and speaker stands that serve as monitors for the band, which is a \$1,300.00 item. This is equipment we'd use at the LGBA conference as well.
 - Melissa: I'd want something ongoing, not something that's a one-time use.
 - Scott: Oh no, this is something we'd use for ten years over tons of performances.
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- Adam: Kyle, we have half a tuba, right? Are we going for the other half?
 - Kyle: We found one that was gently used and a good brand, so we were able to get it with the money we already raised. I don't know if and what we'll look like when we resume, so I don't see a reason to spend good equipment money right now.
 - Adam: Just to confirm, we would use those speakers for multiple groups, right?
 - Scott: Yes, they would be used by Jazz, Latin Band, Wilde Cabaret, and possibly others, as well as public address type events.
 - Melissa: These are monitor speakers, right? Could we use them for virtual events?
 - Scott: Potentially. If you had a few people recording, for example piano and vocals, piano could play through the speaker.
 - Melissa: Our focus is virtual right now, so including something towards that would be great. Can you get that info over to Adam?
 - Adam: So, we want these speakers for all of our ensembles, and for use at LGBA.
 - Scott: The Gala as well.
- **ACTION ITEM: Scott will send the details on the requested speakers and stands to Adam.**

i) Operations – Brandon Strawn - *No Report*

6) Ensemble action items

a) Symphonic Band – Kyle Rhoades - *Report Attached*

- Kyle: I'm trying to wrap my head around how we are going to start up again whenever that happens. I know Steven has talked about chamber ensembles and putting things together that way. With that and what Northshore Concert Band has been doing in mind, I have ideas but none of what I put in my report is feasible unless COVID numbers start going in the other direction.
 - Kyle (cont.): If and when we are allowed to rehearse in person, it will not be a full band setup. We'll likely still need to do the masks with the fly and instrument covers, which is a pain but better than not playing. I think something could be done from the right facility at the right price. We don't need DePaul for a chamber setup.
 - Kyle (cont.): I think we should be considering what the metrics we follow will be in order to allow ourselves to return in person. I know I'm burning out on online stuff, and I know others are feeling the same.
 - Melissa: Yes, we are all burnt out with the virtual stuff, but with the current numbers, I don't see in-person events happening.
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- Kyle: Things keep changing at school, and it's hard to keep up with the current rules, but we should think of what Symphonic might look like and what metrics we need to hit in order to reconvene.
 - Rick: I like the outdoor venue idea. Not to usurp anything Marching Band is doing, but if we are still in the pandemic, looking for outdoor spaces when the weather is nicer would be great.
 - Kyle: That might be the safest and most reasonable approach, and we should think about where that might be possible. With a thirty to fifty piece ensemble, where might we fit?
 - Melissa: We have some good connections with the parks department. There's a huge park at the end of Foster to Lawrence. We'd need permission from the department and we'd also need to assess security. We're going to draw a crowd, and if that puts us over the limit, who is responsible for that?
 - Patrice: We do pretty good with marching band. We get people watching, but not huge crowds - just a few kids following, etc. I know it's a possibility, but I can't see it being overwhelming. Maybe we look for something with a gate around it? Something like a baseball field? That would provide limited access.
 - Melissa: Let's all brainstorm where we can go. Lakeview High School is a non-starter. They are too overwhelmed with their own issues.
 - Kyle: If anyone has any other ideas, email me.
- b) Pops Ensemble - Steven Kandow - *No Report*
- Steven: Not much to report. Thanks to Kyle for Sleigh Ride yesterday and all the work he has done for all of these online rehearsals. It's tedious work, and even doing the one from yesterday, it's just not the same as in-person. From one AD to another, thank you for giving us something to engage with musically and socially. I was pleasantly surprised to see so many people yesterday, and I'm excited to see the final product.
 - Melissa: It was nice. We had about fifty people there, and even had some join us from other LGBTQA groups.
- c) Jazz Ensembles – Scott Malinowski - *No Report*
- Scott: There's not a lot going on. We have not been able to do rehearsals as we had hoped. There were some complications and now the case count is out of control.
 - Aimee: Does that mean Jazz will not be participating in the virtual concert? It's totally fine if you can't; we just need to know for planning purposes.
 - Scott: We will be submitting two pre-recorded, unreleased videos that we did. It was done from multiple camera angles and looks really nice.
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- Aimee: If you could send those to me and Adam for licensing and preparatory purposes, that would be great.

➤ **ACTION ITEM: Scott will send the info on the Jazz performances to Aimee and Adam.**

- Melissa: The AD from Windy City Performing Arts contacted us, and we are looking at doing a combined online concert in the spring with their singers and some of our members. Kyle and Scott are working with them to flesh that idea out. It's a good opportunity to introduce their audience to us and vice-versa.

d) Marching Band – Stephen Carey - *No Report*

e) Chamber Ensembles – Brandon Strawn - *No Report*

7) Old business

a) Website Redesign - Melissa

- Melissa: We have made big leaps and bounds. We're still going through the site inch by inch, which means checking every link and image. It's going well, and hopefully we'll be launching really soon.

b) Commissioning music from Black or Indigenous composers - Emily/Lily

- Emily: I have not had as much time these past few weeks to work on this. I looked more into Omar Thomas and I think he would be a great person to commission from. I also added another person to the list. As of September, they are not accepting new commissions, but I've been re-checking the site to see when they might open up.

c) Gala 2021 - Patrice/Lily

- Patrice: We have not been able to connect on this, so no updates right now.
 - Melissa: Let's catch up offline in the next few weeks.

➤ **ACTION ITEM: Patrice and Melissa will meet to discuss Gala planning.**

d) Fall Virtual Concert - Aimee/Emily

- Emily: We met with Adam, Rick, Abdo, and Brandon to flesh out details. We now have a name, which is "8-bit Wonderland". Adam did a phenomenal job getting us animated banner art to use. We are working on putting a program together. Mostly, we are awaiting video and audio submissions. We're meeting again this weekend to coordinate different things.
 - Abdo: This weekend, we'll also be doing a town hall at 5PM on Saturday. Members can sign on to see what's going on, ask questions, and learn about ways to get involved and volunteer. We will have an open Qand A at the end to field any questions or concerns.
 - Melissa: Do we have a start time for the concert?
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- Emily/Aimee: The time for the concert is 7:00 PM. We will submit a calendar request for the town hall, as well as create a Facebook event.
- Melissa: Do you have everything you need?
 - Emily: We're awaiting recordings from the chamber groups. I heard from the Clarinet Choir, and will follow up with the groups this week.

8) New business

a) Virtual Silent Auction - Rick

- Rick: Tagging along the coattails of the previous discussion, at our meeting, we talked about the potential of a virtual silent auction. We used to have silent auctions with each Symphonic Band concert, which brought in a few thousand dollars each cycle. We are figuring out how we could address that, and enact a little fundraiser to go with it.
- Rick (cont.): A silent auction would be feasible virtually. I've been looking at silent auction platform sites. They're all fairly similar, and they handle hosting the website, items, etc. We just put in the details. There aren't many cons to them. It's free to set up, and then they take a 5% fee of what we raise, which didn't seem like much. The credit card services added a 2% charge. One of the benefits listed is that the auction winners can choose to offset the cost to us by adding those fees to their total donation amount. There are also ways to include additional donations from people.
- Rick (cont.): I put together three platform options. I'm not sure if it needs formal approval or if we even have interest in this at all. We probably won't have many items, maybe just a few items for some funds and fun little prizes. We were thinking about how to make it interactive and festive, and I have a friend who was a Drag Race contestant and could provide some entertainment and present the items. How do we feel about this?
 - Melissa: We usually spend a few months gathering items. With only a few weeks left to prepare, we might not have enough time. Do we have time? Maybe we could do a drawing, but I think that might require a different license.
 - Aimee: My concerns were getting the items to winners, as that requires additional logistics. I'm also worried about the time.
 - Rick: If we could collect items in the next three weeks, and if we are making good headway, we could probably put something together. Five weeks is a short time, and could be challenging. We could also table it for another virtual opportunity, maybe the gala.
 - Patrice: Since we're all virtual and will be for some time, I don't feel like it needs to be associated with a specific concert or event, it could just be a separate event. We could focus on gifts that can be delivered electronically or through the mail. I know several drag queens who stream video and put their venmo up there for tips. Maybe this could be a stand alone event.

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- Rick: I was thinking with the concert, that it would be an opportunity to get in front of an audience that normally gives money.
 - Patrice: It could be drag queen game night. I'm concerned about the five weeks, so I'm looking for back door options.
 - Melissa: Let's see what we can do, but if we don't get a good selection of prizes two weeks beforehand, maybe we can save those items and use them for a future event. Remember, we also have two of the wine tasting experience gift cards, though we probably don't want to be encouraging that right now.
- b) Preston Bradley - George
- George: Preston Bradley is not an option for us right now for in-person gatherings due to the ventilation, plus it is now up for sale. We talked about this at the beginning of COVID and decided we wanted to keep supporting them, but since we're not going to be using it for the foreseeable future and it might not be available in the future, I thought the monthly arrangement would be worth revisiting; do we still want to be doing that? It's nice to support them, but every dollar counts and that's three hundred dollars per month.
 - George (cont.): Patrice said we had \$880 in dues, and that's great, but we easily spend that per month on fixed costs. Apart from the storage unit, it is our second biggest fixed cost.
 - Rick: Are any of our chamber ensembles using it, or is anyone gathering at all right now? I know a few have expressed interest, but that's not something that could be utilized at this time?
 - Melissa: No one is using it right now. They were offered it, and technically that offer still stands, but none of the chamber ensembles are really rehearsing.
 - Melissa: Our lease with them has expired. They decided to let everything go month to month, and we were fine with that. So, technically, we don't have a lease, and if we want to suspend use we can. There is lots of history with LPME. We rehearsed with them for twenty years. They have always been good to us.
 - Patrice: Is it being sold to another entity? Are they moving to another location?
 - Melissa: I don't know. I don't think their congregation is meeting right now due to COVID. The building for sale. It needs millions of dollars of work to bring it up to code, and I don't know that there are many that are interested in undertaking that.
 - Patrice: Maybe we take this time to bow out gracefully, and send a letter of love. We can let them know that with the uncertain future, we feel we can't continue at this time.
 - Scott: We could also frame it more as a pause. If things start back up in the spring, would we want the ability to start back up?
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9) Adjourn, **9:07PM**.

- *Motion to adjourn the November 2020 board meeting: Patrice. Seconded: Adam.*
- *Unanimously adjourned.*

10) Reports

Chair Report (Melissa Terrell)

No Report

Vice Chair Report (Jonathan Alvares)

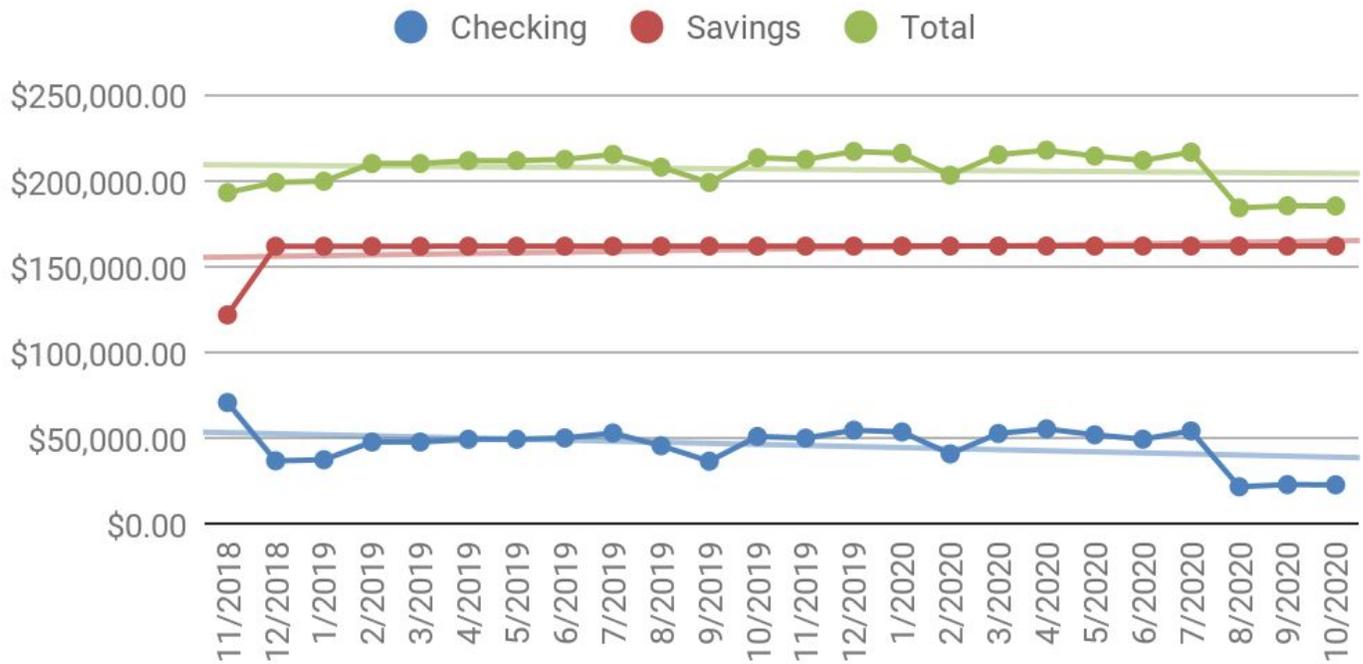
No Report

Treasurer Report (George Matthews)

(begins on next page)

Chase	Current Month (10/2020)	Previous Month (9/2020)	Monthly Change \$	Year Over Year (10/2019)	Year Over Year Change \$	Fiscal Year Start (9/1/2020)	Fiscal Year to Date Change \$
Checking	\$23,338.98	\$23,459.58	-\$120.60	\$51,527.93	-\$28,188.95	\$22,208.25	\$1,130.73
Savings	\$162,620.94	\$162,618.31	\$2.63	\$162,547.56	\$73.38	\$162,615.68	\$5.26
Total	\$185,959.92	\$186,077.89	-\$117.97	\$214,075.49	-\$28,115.57	\$184,823.93	\$1,135.99

24-Month Rolling Cash-on-Hand



- No notable activity this month

Budget Variance

Lakeside Pride Music Ensembles, Inc. For the month ended 31 October 2020

	Actual	Budget	Var USD	Var %	YTD Actual	YTD Budget	Var USD	Var %
Revenue								
Ad Sales - Season Advertising	-	-	-	0.0%	-	2,500	(2,500)▼	-100.0%▼
Contributions - Corporations	-	-	-	0.0%	-	2,500	(2,500)▼	-100.0%▼
Contributions - Foundations	-	-	-	0.0%	-	2,500	(2,500)▼	-100.0%▼
Contributions - Grants	-	-	-	0.0%	-	10,000	(10,000)▼	-100.0%▼
Contributions - Individual	-	-	-	0.0%	-	16,500	(16,500)▼	-100.0%▼
General Fundraising	-	-	-	0.0%	-	5,000	(5,000)▼	-100.0%▼
Interest Earned	-	-	-	0.0%	3	50	(47)▼	-94.7%▼
LGBA Revenue	-	-	-	0.0%	2,000	-	2,000▲	0.0%
Membership Dues - Regular	713	-	713▲	0.0%	878	29,000	(28,122)▼	-97.0%▼
Merchandise Sales	-	-	-	0.0%	-	100	(100)▼	-100.0%▼
Misc Production Revenue - Gala	-	-	-	0.0%	-	5,000	(5,000)▼	-100.0%▼
Performance Fee Revenue - Jazz Chamber Ensembles	-	-	-	0.0%	-	8,000	(8,000)▼	-100.0%▼
Performance Fee Revenue - Symphonic Chamber Ensembles	-	-	-	0.0%	-	2,000	(2,000)▼	-100.0%▼
Performance Fees Revenue - Marching Band	-	-	-	0.0%	-	1,500	(1,500)▼	-100.0%▼
Production Sponsorship - Gala	-	-	-	0.0%	-	15,000	(15,000)▼	-100.0%▼
Production Sponsorship - Pops Ensemble 1	-	-	-	0.0%	-	2,000	(2,000)▼	-100.0%▼
Production Sponsorship - Pops Ensemble 2	-	-	-	0.0%	-	2,000	(2,000)▼	-100.0%▼
Production Sponsorship - Symphonic Band 1	-	-	-	0.0%	-	2,000	(2,000)▼	-100.0%▼
Production Sponsorship - Symphonic Band 2	-	-	-	0.0%	-	2,000	(2,000)▼	-100.0%▼

Budget Variance

	Actual	Budget	Var USD	Var %	YTD Actual	YTD Budget	Var USD	Var %
Season Sponsorship	-	-	-	0.0%	-	4,000	(4,000)▼	-100.0%▼
Silent Auction - Pops Ensemble 1	-	-	-	0.0%	-	3,000	(3,000)▼	-100.0%▼
Silent Auction - Pops Ensemble 2	-	-	-	0.0%	-	3,000	(3,000)▼	-100.0%▼
Silent Auction - Symphonic Band 1	-	-	-	0.0%	-	3,000	(3,000)▼	-100.0%▼
Silent Auction - Symphonic Band 2	-	-	-	0.0%	-	3,000	(3,000)▼	-100.0%▼
Song Sponsorship - Pops Ensemble 1	-	-	-	0.0%	-	400	(400)▼	-100.0%▼
Song Sponsorship - Pops Ensemble 2	-	-	-	0.0%	-	400	(400)▼	-100.0%▼
Song Sponsorship - Symphonic Band 1	-	-	-	0.0%	-	400	(400)▼	-100.0%▼
Song Sponsorship - Symphonic Band 2	-	-	-	0.0%	-	400	(400)▼	-100.0%▼
Ticket Sales - Chamber Ensembles	-	-	-	0.0%	-	2,250	(2,250)▼	-100.0%▼
Ticket Sales - Gala	-	-	-	0.0%	-	15,000	(15,000)▼	-100.0%▼
Ticket Sales - Jazz Orchestra 1	-	-	-	0.0%	-	750	(750)▼	-100.0%▼
Ticket Sales - Jazz Orchestra 2	-	-	-	0.0%	-	750	(750)▼	-100.0%▼
Ticket Sales - Pops Ensemble 1	-	-	-	0.0%	-	4,250	(4,250)▼	-100.0%▼
Ticket Sales - Pops Ensemble 2	-	-	-	0.0%	-	4,250	(4,250)▼	-100.0%▼
Ticket Sales - Symphonic Band 1	-	-	-	0.0%	-	4,250	(4,250)▼	-100.0%▼
Ticket Sales - Symphonic Band 2	-	-	-	0.0%	-	4,250	(4,250)▼	-100.0%▼
Total Revenue	713	-	713	0.0%	2,881	161,000	(158,119)	-98.2%
Gross Profit	713	-	713	0.0%	2,881	161,000	(158,119)	-98.0%
Operating Income / (Loss)	713	-	713	0.0%	2,881	161,000	(158,119)	-98.0%
Other Income and Expense								
Development Expense	-	-	-	0.0%	-	(500)	500▲	100.0%▲
Diversity, Equity, and Inclusion (DEI)	-	-	-	0.0%	-	(5,000)	5,000▲	100.0%▲
Dues & Subscription	-	-	-	0.0%	-	(500)	500▲	100.0%▲
Equipment - Jazz Ensembles	-	-	-	0.0%	-	(5,000)	5,000▲	100.0%▲

Budget Variance

	Actual	Budget	Var USD	Var %	YTD Actual	YTD Budget	Var USD	Var %
Equipment - Marching Ensembles	-	-	-	0.0%	-	(4,500)	4,500▲	100.0%▲
Equipment - Organizational	-	-	-	0.0%	-	(1,000)	1,000▲	100.0%▲
Equipment - Pops Ensembles	-	-	-	0.0%	-	(4,000)	4,000▲	100.0%▲
Equipment - Symphonic Ensembles	-	-	-	0.0%	-	(4,000)	4,000▲	100.0%▲
Fees & Licensing	-	-	-	0.0%	-	(500)	500▲	100.0%▲
Food & Beverage - Gala	-	-	-	0.0%	-	(15,000)	15,000▲	100.0%▲
Food & Beverage - Marching Band	-	-	-	0.0%	-	(275)	275▲	100.0%▲
Information Technology	(85)	-	(85)▼	0.0%	(169)	(2,000)	1,831▲	91.5%▲
Insurance	-	-	-	0.0%	-	(6,500)	6,500▲	100.0%▲
Marketing Budget	-	-	-	0.0%	-	(13,000)	13,000▲	100.0%▲
Member Resources Budget	-	-	-	0.0%	-	(1,000)	1,000▲	100.0%▲
Misc Expenses	-	-	-	0.0%	-	(2,425)	2,425▲	100.0%▲
Misc Production Expense - Chamber Ensembles	-	-	-	0.0%	-	(100)	100▲	100.0%▲
Misc Production Expense - Jazz Orchestra 1	-	-	-	0.0%	-	(100)	100▲	100.0%▲
Misc Production Expense - Jazz Orchestra 2	-	-	-	0.0%	-	(100)	100▲	100.0%▲
Misc Production Expense - Pops Ensemble 1	-	-	-	0.0%	-	(500)	500▲	100.0%▲
Misc Production Expense - Pops Ensemble 2	-	-	-	0.0%	-	(500)	500▲	100.0%▲
Misc Production Expense - Symphonic Band 1	-	-	-	0.0%	-	(500)	500▲	100.0%▲
Misc Production Expense - Symphonic Band 2	-	-	-	0.0%	-	(500)	500▲	100.0%▲
Misc. Production Expenses - Gala	-	-	-	0.0%	-	(5,000)	5,000▲	100.0%▲
Music - Jazz Orchestra General	-	-	-	0.0%	-	(2,500)	2,500▲	100.0%▲
Music - Marching Band	-	-	-	0.0%	-	(250)	250▲	100.0%▲
Music - Pops Ensemble General	-	-	-	0.0%	-	(2,500)	2,500▲	100.0%▲
Music - Symphonic Band General	-	-	-	0.0%	-	(3,100)	3,100▲	100.0%▲
Occupancy	(749)	-	(749)▼	0.0%	(1,498)	(36,500)	35,002▲	95.9%▲

Budget Variance

	Actual	Budget	Var USD	Var %	YTD Actual	YTD Budget	Var USD	Var %
Performance Fees - Chamber Ensembles	-	-	-	0.0%	-	(250)	250▲	100.0%▲
Performance Fees - Jazz Orchestra 1	-	-	-	0.0%	-	(125)	125▲	100.0%▲
Performance Fees - Jazz Orchestra 2	-	-	-	0.0%	-	(125)	125▲	100.0%▲
Performance Fees - Marching Band	-	-	-	0.0%	-	(700)	700▲	100.0%▲
Postage & Office	-	-	-	0.0%	-	(100)	100▲	100.0%▲
Production Fees - Gala	-	-	-	0.0%	-	(500)	500▲	100.0%▲
Professional Fees	-	-	-	0.0%	(80)	(3,000)	2,920▲	97.3%▲
Program - Chamber Ensembles	-	-	-	0.0%	-	(400)	400▲	100.0%▲
Program - Jazz Orchestra 1	-	-	-	0.0%	-	(250)	250▲	100.0%▲
Program - Jazz Orchestra 2	-	-	-	0.0%	-	(250)	250▲	100.0%▲
Program - Pops Ensemble 1	-	-	-	0.0%	-	(400)	400▲	100.0%▲
Program - Pops Ensemble 2	-	-	-	0.0%	-	(400)	400▲	100.0%▲
Program - Symphonic Band 1	-	-	-	0.0%	-	(400)	400▲	100.0%▲
Program - Symphonic Band 2	-	-	-	0.0%	-	(400)	400▲	100.0%▲
Staff Stipends	-	-	-	0.0%	-	(12,000)	12,000▲	100.0%▲
Transportation - Chamber Ensembles	-	-	-	0.0%	-	(200)	200▲	100.0%▲
Transportation - Jazz Orchestra 1	-	-	-	0.0%	-	(200)	200▲	100.0%▲
Transportation - Jazz Orchestra 2	-	-	-	0.0%	-	(200)	200▲	100.0%▲
Transportation - Marching Band	-	-	-	0.0%	-	(800)	800▲	100.0%▲
Venue Labor - Chamber Ensembles	-	-	-	0.0%	-	(200)	200▲	100.0%▲
Venue Labor - Gala	-	-	-	0.0%	-	(1,500)	1,500▲	100.0%▲
Venue Labor - Pops Ensemble 1	-	-	-	0.0%	-	(1,125)	1,125▲	100.0%▲
Venue Labor - Pops Ensemble 2	-	-	-	0.0%	-	(1,125)	1,125▲	100.0%▲
Venue Labor - Symphonic Band 1	-	-	-	0.0%	-	(1,125)	1,125▲	100.0%▲
Venue Labor - Symphonic Band 2	-	-	-	0.0%	-	(1,125)	1,125▲	100.0%▲
Venue Rental - Chamber Ensembles	-	-	-	0.0%	-	(1,000)	1,000▲	100.0%▲

Budget Variance

	Actual	Budget	Var USD	Var %	YTD Actual	YTD Budget	Var USD	Var %
Venue Rental - Gala	-	-	-	0.0%	-	(4,000)	4,000▲	100.0%▲
Venue Rental - Pops Ensemble 1	-	-	-	0.0%	-	(2,250)	2,250▲	100.0%▲
Venue Rental - Pops Ensemble 2	-	-	-	0.0%	-	(2,250)	2,250▲	100.0%▲
Venue Rental - Symphonic Band 1	-	-	-	0.0%	-	(2,250)	2,250▲	100.0%▲
Venue Rental - Symphonic Band 2	-	-	-	0.0%	-	(2,250)	2,250▲	100.0%▲
Total Other Income and Expense	(834)	-	(834)	0.0%	(1,747)	(158,250)	156,503	98.9%
Net Income / (Loss) before Tax	(121)	-	(121)	0.0%	1,133	2,750	(1,617)	-59.0%
Net Income	(121)	-	(121)	0.0%	1,133	2,750	(1,617)	-59.0%
Total Comprehensive Income	(121)	-	(121)	0.0%	1,133	2,750	(1,617)	-59.0%



Meeting of the Board of Directors

11/9/2020

Secretary Report (Aimee Faller)

Planning for the winter concert, now titled "8-bit Wonderland", is coming along well. We have song selections from most participants, and Adam has been checking licensing as we go to verify that we are able to stream each performance. We had a meeting with Brandon, Adam, Rick, Abdo, Emily, and myself to discuss marketing surrounding the concert and potential avenues for including ad revenue and/or a virtual silent auction.

A town hall for the membership will be held Saturday, November 14th at 5:00PM for membership to learn about the concert, discuss ways to get involved, address any concerns, and have a general Q&A. Abdo, Emily, and I will mediate. After the town hall, the larger group will meet again to further flesh out the concert in preparation for the concert.

Member Resources Report (Patrice Mustaafaa)

Finances & Membership Information

	Nov 2020	Nov 2019	FY 2020 Eventual Total	FY 2019 Eventual Total	FY 2021 Expectation / Budgeted Amount	FY 2020 Expectation / Budgeted Amount	FY 2019 Expectation / Budgeted Amount
Members	240	210	235	274	250-300	300-325	250-300
Member-ship Forms	70	157	235	274			
Dues	\$880	\$15,020	\$20,070	\$23,340	\$2,500 / \$20,000	\$20,510 / \$20,000	\$29,810 / \$18,000

(continues on following page)



Meeting of the Board of Directors

11/9/2020

This Year

Stats on Instruments			Stats on Dues and Forms			Stats on Types of Membership		
# of			#	%	Metric	#	%	Metric
# of	01 Flute	26	70	29.2%	Forms Submitted	180	75.0%	Veterans
# of	02 Double Reed	10	170	70.8%	Forms Remaining	60	25.0%	Rookies
# of	03 Clarinet	42	48	20.0%	Donations Finished/Waived	20	8.3%	RegFullYear
# of	04 Low Clarinet	9	22	9.2%	Donations In Progress (C/C)	5	2.1%	StuFullYear
# of	05 Saxophone	24	70	29.2%	Donations Given/Started	2	0.8%	SenFullYear
# of	06 Trumpet	32	170	70.8%	Donations Not Given/Unstarted	0	0.0%	RegHalfYear
# of	07 Horn	16	20000	100.0%	Total Dues Budgeted	1	0.4%	StuHalfYear
# of	08 Trombone	24	880	4.4%	Total Accrued	0	0.0%	SenHalfYear
# of	09 Euphonium	5	3135	15.7%	Approx Expected Accrual	0	0.0%	Summer
# of	10 Tuba	7	0	0.0%	Artistic Director (AD)	38	15.8%	Waiver
# of	11 Percussion	17	0	0.0%	Cash/Check (C/C)	174	72.5%	Other
# of	12 Vocalist	11	200	84.7%	PayPal (PP) (or Stripe)			
# of	13 Rhythm	7	1	0.4%	PayPal Payment Plan (PPPP)	26	8.3%	Jazz
# of	14 Ukulele	8	35	14.8%	Waiver	33	10.5%	Marching
# of	15 Auxiliary	1	201	85.2%	Paid Full Amount	178	56.5%	Symphonic
# of	16 Piano	1				78	24.8%	Chamber
# of	Total	240				29	9.1%	Pops

Notes:

- Encourage participation in our upcoming 8-bit Wonderland concert!
 - If not performing, then encourage folks to attend, participate in the live stream chat, ugly sweater contest, etc.

Development Report (Rick Villanueva)

No Report

PR Report (Matthew Toland)

We are ready to send out a press release about the virtual concert as soon as all of the details are finalized.

Marketing Report (Adam Lang)

Past month:

- Met to discuss marketing the December digital show
- Begin marketing the December digital show
- Checked licensing for proposed songs for December digital show



Meeting of the Board of Directors

11/9/2020

Month ahead:

- Begin running organic social media for December digital show
- Draft email blasts for December digital show
- Work on instrument donation program

Operations Report (Brandon Strawn)

No Report

Chamber Ensembles Report (Brandon Strawn)

No Report

Symphonic Band Report (Kyle Rhoades)

WCPA

Not sure what to expect for tonight's meeting...the video they shared and the emails they've sent suggest two different performances. Choir pieces with "band" accompaniment are usually just piano, bass, drums, and maybe a solo flute for dramatic effect. Happy to record something if it'll help them. Not happy to coordinate an entire event on their behalf.

Question

Did Jazz Orchestra ever start up rehearsing in person, and where are we on that front right now? Much of what follows would be reinventing the wheel if that's already rolling.

Symphonic Band

I'd like to consider some sort of in-person rehearsal plan starting in January. I have NO idea how feasible or successful this may be, but now's the time to plan. Northshore Band has been rehearsing in partial groups/smaller ensembles since August, and our first indoor rehearsal was this week. The biggest differences that may stand in LPME's way in this case are as follows, and I'd appreciate the board's thoughts here. This may not be reasonable. If we're not able to do something like this in person, indoors, we need to find a suitable outdoor venue to use next Spring. I don't want to crap on Marching Band, but an outdoor Symphonic Band should be on the table when weather allows. If COVID numbers are still high, then no official "concert", but record actual, live video.

- Transportation. Almost everyone in NCB drives to rehearsal.
- Venue cost. The Glenview Park Center is charging NCB about \$200 per rehearsal. Not sure if we could get by at CoH or DePaul for a reasonable amount. At least we could rehearse in a space like the CoH theatre, even with unlevel floors.
- Masks/instrument covers. There's no one model that's perfect, and I know Aimee has been working on this. The masks with a "fly" would also be important to find. (They suck

to wear while playing, but it beats not playing.) NCB bought the masks so they were all "to spec", and each member purchased their mask at cost from the band. \$25ish per person.

- Individual ability. NCB is an auditioned group, and we voluntarily signed up a couple months ago if we were comfortable participating. Our symphonic band has historically operated on a "safety in numbers" basis; not all members are comfortable with one-on-a-part instrumentation. This would require A LOT of planning and advance signup. (And who knows? We could ask who's interested, and only hear from 6 oboes, a clarinet, and a tuba = NOPE)
- Individual views and reactions to the entire situation. I would surmise that LPME folks would generally be more reserved about rehearsing in person than NCB folks.
- Percussion. NCB percussionists have brought personal drum sets, xylophones, etc. to each rehearsal, and LPME folks generally don't have that kind of equipment.

Other things to consider before rehearsing in person:

1. Floor space. People should be 10' apart in a perfect world. They're still saying 6', but personally I just think that's too close. DePaul is about 55'x40'. That would fit a maximum of about 30 people, but I'd hope to be under 20 with each particular ensemble anyway.
2. Room volume/CF. Recent studies show that aerosols don't move horizontally as much as body heat causes a "plume" of aerosols straight up. A room with a high ceiling is much better.
3. Circulation/HVAC/filtration. Whichever room we pick, we need to know how many air changes per hour are occurring, and what type of filtration is used. (I thought about PBC for half a second since it's so large, but there's literally no ventilation there...and it's up for sale.) MERV 13 is recommended for aerosol removal, and full room air changes are needed between rehearsals. Rehearsals should last a maximum of 30 minutes.
4. Equipment. All members would need to bring their own stands and chairs (if needed).
5. Music. Lots of purchases would be needed for whatever smaller ensembles/instrumentations.
6. Source 1:
<https://www.nfhs.org/media/4029971/preliminary-recommendations-from-international-performing-arts-aerosol-study.pdf>
7. Source 2:
<https://www.ashrae.org/file%20library/technical%20resources/covid-19/guidance-for-re-opening-buildings.pdf>

Pops Ensemble Report (Steven Kadow)

No Report

Jazz Ensembles Report (Scott Malinowski)

No Report

Marching Band Report (Stephen Carey)

No Report
