



Meeting of the Board of Directors

12/14/2020

Board members in attendance: Melissa Terrell, Jonathan Alvares, George Matthews, Aimee Faller, Patrice Mustaaftaa, Matthew Toland, Rick Villanueva, Brandon Strawn, Adam Lang, Andrew Paul, Emily Dodd, Eric Rosecrants, Tony Marino, Abdo Timejardine-Zomeño

Board members absent: Lily Sikes, Ross Guthrie, Seyi Adeyemi

Members in attendance: Scott Malinowski

Minutes - Key Takeaways

Giving Tuesday: The speaker set for the Giving Tuesday campaign was fully funded and will be purchased.

Virtual Concert: The “8-bit Wonderland” virtual concert was a success and gained a few hundred audience members. The board will investigate doing another virtual concert for the spring, depending on COVID restrictions and timeline.

Members Meeting: The meeting has been scheduled for Saturday, March 13th at 1:00PM. It is assumed that the meeting will need to take place virtually again.

DEI: The DEI subcommittee drafted some statements for the organization. The statements will be revised and presented to the board at a future meeting.

- 1) Call to order, **7:02 PM**
- 2) Approval of last month’s minutes
 - **Motion to approve the November 2020 Meeting Minutes as posted: Patrice. Seconded: George.**
 - **Motion unanimously passes.**
- 3) Comments from members in attendance (5 minutes each maximum)
- 4) Officer action items
 - a) Chair – Melissa Terrell - *No Report*
 - Melissa: Things are progressing. Everything I have to talk about has action items, so I’ll just wait for those. I want to give a massive thank you to Aimee, Emily, Abdo, and Brandon for an amazing concert. It was well received, lots of fun, and donations even continue to come in from that. I would like for us to think about another concert, possibly in March.
 - Scott: Do you know the donation amount?
 - George: It’s difficult to tell which is which sometimes, but I can attribute about \$2200 to the concert. There were not a lot of expenses beyond licensing, so we probably netted \$1500 after licensing.
 - Melissa: People joined us from several different states, and we had around one hundred and fifty people watching us at any one time. It was a really decent audience.

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- Scott: Just to have an idea for the future, how many hours did it take to complete everything that was needed?
 - Aimee: Honestly, I didn't keep track, but it was a lot of hours put in.
 - Melissa: I expected some hiccups and overall it went very smoothly. I heard there was one point where you lost communication with the streaming platform, but we couldn't tell as an audience.
 - Brandon: Aimee and Emily put together a streamlined setup and had it running like a well-oiled machine. It was delightful.
 - b) Vice-Chair – Jonathan Alvares - *Report Attached*
 - Jonathan: Nothing beyond the agenda item later.
 - c) Treasurer – George Matthews - *Report Attached*
 - George: Preston Bradley has been canceled, so that's done for the time being. Thanks to everyone for being mindful of funds and keeping outgoing expenses to a minimum. Please still apply for reimbursements if you have them though.
 - George (cont.): Before taxes can be submitted, we had a question on one line item. How much ad revenue did we get and how much does it cost us to run those?
 - Melissa: What we pay towards Facebook and stuff like that?
 - George: No, like when we have a season sponsor and include their ads in program books, what does it cost to fill those obligations, like printing programs? What other costs are there?
 - Adam: Do advertisers get donor gifts?
 - Rick: Yes, they do. The last thing we gave them were the picnic blankets and wine at the beginning of this year.
 - George: When was that sent out? Mainly I need to know if it was this fiscal year, between September and August, or if it was last year.
 - Rick: I'll have to look at the calendar to get the exact date.
 - **ACTION ITEM: Rick will find the date donor gifts were sent and share that date with George.**
 - d) Secretary – Aimee Faller - *Report Attached*
 - Aimee: Not much to add beyond my report. I just also want to take the time to give a huge thank you to Emily, Abdo, Brandon, Rick, Adam, and I'm sure I'm forgetting people for being such awesome partners in the virtual concert. Everyone put in a lot of time and effort to make the concert successful and it is greatly appreciated.
 - e) Member Resources – Patrice Mustaaftaa - *Report Attached*
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- Patrice: Nothing beyond the report that awesome Emily put together.
- Emily: I have a few quick questions. I wanted to confirm if the members@lakesidepride.org email address goes to the whole team or just Patrice.
 - Brandon: MembersTeam@ goes to all three of you and members@ goes just to Patrice.
 - Melissa: That is how it used to be. We might have changed that though. I'll check. Also as an FYI, google will not send it to you if you're in the group. For example, if you email the board, since you're in the board, google will not send your email to you.
- Emily: Secondly, the link for the handbook on the website does not appear to be working. Because of the settings on the shared drive, no one outside of the LPME network can access that document. It used to be able to be viewed by anyone with a link, but now it's no longer viewable outside of the board.
 - Melissa: I think that was my fault. Some of the settings for shared drives have changed with Google. I may have been overzealous in locking down permissions.
 - Emily: It's currently making me sign in via google.
 - Melissa: That's not good, as not all of our members have a gmail account. Let's stay after and fix it.
 - **ACTION ITEM: Melissa and Emily will work to configure the member's handbook to be viewable by all members.**
- Emily: I was just reminded about requests for removal from the mailing list. If someone moves away, is it automatic to remove someone from the list?
 - Melissa: No. It's through mailchimp and people can easily unsubscribe. We leave it to members, as some move away and still like to receive stuff.
 - Scott: Do we maintain an alumni list?
 - Melissa: No, we have a members list, and then one for outside external subscribers. People have a choice of unsubscribing.
 - Adam: Both Kyle and Stephen have had to deal with people saying, "stop sending me stuff" because they have unsubscribed from the lists but not directly from Stephen/Scott. Maybe it's a good idea when someone unsubscribes to blast that out to everyone.
 - Melissa: Yes, good idea. Kyle doesn't use mailchimp and has his own list, and Stephen does as well. Email all ADs and the board when you get those requests.

f) Development – Rick Villanueva - *No Report*



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- Rick: Nothing to report other than we raised four hundred dollars in song sponsorships for the concert. I think we can have some additional fundraising opportunities when we're organizing for the next one.
 - Scott: We had the Giving Tuesday campaign too, yes?
 - Melissa: Yes, we hit our goal, right?
 - Rick: Adam was leading that.
 - Adam: We raised twenty-one dollars over the requested amount, so we are going to buy some speakers.
 - Scott: Who is going to make the purchase? Should I do that? Should George?
 - Melissa: Scott, you know the exact thing you're getting, right?
 - Scott: Yes.
 - George: If you want to buy them and ask for reimbursement, that's fine. Otherwise, send me a link to the exact thing you want me to get.
 - Scott: Is this submitted as an addendum to the Jazz budget?
 - George: That's what I did last year. I split the money across the ensembles and increased the budgets accordingly. We raised funds specifically for this, so it won't eat into your regular budget.
 - Jonathan: Are you good to handle the logistics for delivery, etc.?
 - Scott: Yes, I will order them and have them sent to Center On Halsted.
 - Scott (cont.): Also, can we get that stuff out of the Center On Halsted closet?
 - Brandon: I was supposed to do it, and haven't yet. I have break coming up, so I can do it next week before Christmas.
 - Scott: I can also help.
 - Patrice: I have some things I would like to deposit in storage, but I don't know if you changed the codes yet.
 - Melissa: I haven't changed codes yet. If you want help, I'm off until Christmas and New Year's.
 - Patrice: I'm also here until the 21st if you need help.
 - g) PR – Matthew Toland - *Report Attached*
 - Matthew: A press release went out Thursday, December 3rd for the concert. We were featured on Broadway in Chicago and Columbia. We had a good turnout. For our first press release in awhile, it was a good response. We had a few bounces, and we will
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continue to clean up the list. Thanks for the help, and we will work on continuing to improve.

- Melissa: Both Kyle and I spoke with the lady from Columbia College; she was very nice.

h) Marketing – Adam Lang - *No Report*

- Adam: Sorry for not sending a report this month. There's not much going on. We had Giving Tuesday, and raised the money for the speaker set. I supported the "8-bit Wonderland" marketing.
- Adam (cont.): I need to get the instrument donation campaign out of my brain and into a usable format, so that will be done next month.
 - Scott: Donating to who? To us or to a school?
 - Adam: To Lakeside Pride.
 - Melissa: This is for people to offload unused, playable instruments for us to have on hand to lend to members who want to play.

i) Operations – Brandon Strawn - *No Report*

- Brandon: Nothing to report. Thanks to many for their contributions to the concert, and especially to Aimee and Emily for stepping up and leading since I couldn't.

5) Ensemble action items

a) Symphonic Band – Kyle Rhoades - *No Report*

b) Pops Ensemble - Steven Kandow - *Report Attached*

c) Jazz Ensembles – Scott Malinowski - *No Report*

- Scott: Not a lot to report. I can't wait for vaccines!

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

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

6) Old business

a) Website Redesign - Melissa

- Melissa - Eric and I have been doing a ton of work on the website redesign. It's going really well and we're making headway. We're going to do a bunch over the holidays as well. For those of you who have content for the site, please send it to us ASAP. I spoke to Rae, who is in England and can't participate a lot due to time zones, etc.
 - Scott: Have we looked to include video and/or audio content on the site as an example of what we do, now that we're more into licensing?
 - Melissa: we don't have a dedicated page yet, but it's something we could consider. What are you imagining?
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- Scott: Show three short video clips from an ensemble, or have a player that cycles through snippets of ten songs. We're a music ensemble. They see us and read about us, but they can't hear us.
 - Melissa: Eric, can you add it to the spreadsheet?
 - Eric: Yes, do you have any links? Or can you email them to us?
 - Melissa: The marketing folder has a lot. We can get around licensing if we just do clips.
 - Adam: That might not be the case. People have cautioned that "Fair Use" doesn't mean what people think it means.
 - Melissa: Can you look into it?
 - Adam: Yes.
 - George: Whatever you do, please don't make it automatically play.
 - **ACTION ITEM: Eric will add finding AV links for potential inclusion in the website redesign to the spreadsheet.**
 - **ACTION ITEM: Adam will look into licensing and Fair Use limitations for including clips on the website.**
 - b) Commissioning music from Black/Indigenous composers - Emily/Lily
 - Emily: We have not yet met. Patrice had a suggestion, which I need to add to the growing list. We also found a bigger database of composers to explore. We can then begin to find people who are open for commissions. I don't know what the turnaround time is like.
 - Melissa: I'd like to tack you on to the conversation with the LGBA board, as we've talked about commissioning for LGBA. LGBA would pay for a sponsored song and then Lakeside Pride would do a song. Would you be able to jump on that meeting with me? If we work together, it will hopefully save time and effort.
 - Emily: Yes, I can do that depending on what time it is.
 - Melissa: I'll let you know after the meeting.
 - Patrice: I saw something that one of our fellow bands did, which was that they made an announcement to the community about commissioning a piece from a composer of color. They were encouraging people to submit names and there was also a fundraiser for the commission. I don't know if that would be useful for us.
 - Emily: Yes, it would be useful. The budget is currently uncertain, but maybe we could even extend this to our own membership for composing.
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- Scott: Do we have a budget yet or is it still in the exploratory phase?
 - Melissa: We haven't decided on a budget yet. The range of charges for a commission can be extremely large. We need something that we can reasonably afford, but if we fund specifically for that, we could potentially afford more.
 - Emily: Maybe we can add a line in the newsletter for that?
 - Melissa: Of course.

c) Gala 2021 - Patrice

- Patrice: There has been no movement. I haven't been able to connect with the team. I don't know what resources we have at this point. If there is anyone here on the call that wants to jump in and help, I would greatly appreciate it.
- Melissa: Who is on the team?
 - Patrice: Right now, it's just me, Emily, and Lily.
- Melissa: Seeing the response from the concert, we could make it happen. Can anyone here help get things going? (*Rick volunteers*)

➤ **ACTION ITEM: Rick and Patrice will connect to discuss the 2021 Gala planning.**

7) New business

a) Budget 2021-2022 - Melissa

- Melissa: January is traditionally when we work through the budget for the next year. It's going to be an odd conversation this time. I think what we need to do is write up a "back to normal" budget and a bare minimum budget.
 - George: I've done a complete copy and paste of this budget to start with for next year. I don't know that there's a lot to change, as Melissa and I spent a lot of time going through it line by line. As for a skeleton budget, I don't know that we need to specifically budget for that. We don't have an end date for the pandemic, so at this point all we can do is pass a budget assuming everything is fine.
 - Melissa: Can you prepare a minimum budget so we have that?
 - George: Yes, I can.
 - Melissa: For everyone who is a budget holder, ask yourself, "If this is a regular year, what does my budget need to look like?" We will be going through it line item by line item. The goal is to approve the budget as a normal year, and then we can pare down from that. It's easier to scale down than it is to pass an increase.
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- George: If everyone goes to the 2022 folder in the Treasurer folder, they can see the budget so far. That's what I'd be proposing, barring any requests. If you add a note or comment, that is immensely helpful.
 - Melissa: Everyone, please do this by the end of this calendar year. We always have a goal of a neutral budget.
- **ACTION ITEM: All budget holders will review their respective line items and come prepared to discuss them at the January 2021 meeting.**

b) Member Meeting date - Melissa

- Melissa: We need to pick a date for the member's meeting. Per our bylaws, it has to be in March of every year. Last year, we did it a week after we shut down. We need to pick a date and put it on our calendars. This is when we give our "state of the union" to the members. I would like to avoid the 27th because that's Passover. Usually it's on a Saturday, because historically we'd have it at Sidetrack. I suppose we can do it whenever we want, but weekends usually work best. Any other conflicts?
 - Scott: I'm guessing Spring break is probably not a concern this year.
 - Eric/Brandon: Spring break is the last week in March/First week in April this year.
- Melissa: Should we say the 13th at 1:00PM? In the middle? (*General consensus yes*) The plan is by web and not in person, but depending on how the vaccine goes, we can re-evaluate.
- Scott: For those who are addressing the audience, would it be live or videos made in advance?
 - Melissa: It could be either, but with elections, etc. we should have some live chances to speak. If you want to see the previous year's stuff, go into the Chair folder, to annual meetings, and you can see what was presented.

(The following section of discussion occurred after the DEI discussion)

- Melissa: I meant to talk about this along with the meeting date. We also have elections coming up. Half of the officers are re-elected every year. This year, it's Chair, Treasurer, PR, Development, and then Secretary since that one is every year. For those in those positions, or others on the board, I encourage you to run. I'm not running again. We are always actively recruiting for these positions. If you are interested in any of these, please let us know. I posted the info about elections, and the member date as well. It's there for you to review. Don't hesitate to reach out and ask if you have any questions.
 - Melissa (cont.): Additionally, our members meeting is also an opportunity to update our bylaws. We did a sweeping review not long ago, but one thing that has always bothered me is that Members-At-Large have to come on in even numbers. The reason for this is so we never have a tied vote, but our votes are almost never that contentious. But what
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happens when one Member-At-Large drops out? Do we have to add another or kick someone off? It just doesn't make sense.

- Aimee: I agree wholeheartedly with changing that, but do we also need to then include language on what happens in the event of a tied vote?
 - Melissa: As chair, I generally don't vote. I took that note from someone else. She did it so if there was a tie, she could be the tie breaker. Ultimately, there can be contentions, but I see voting as the end of a spirited debate. Voting shouldn't be used as the debate itself. Debate should get us to the answer we need to get to and be on board with. Whoever is chair will have their own way of running things, so that could change.
 - George: Roberts Rules deals with that so we don't need a specific bylaw. The president, which I guess in our case would be the chair, would only vote as a tie breaker.
 - Scott: Though now you are not voting as chair, it should be put in the bylaws so it's not up for debate. Spell it out.
 - Melissa: To George's point, anything not specifically spelled out in the bylaws defaults to Roberts Rules. It sounds like there is a general consensus to change the Member-At-Large number. *(Board agrees with eliminating the "even number" rule for Members-At-Large)*
- Adam: Does the language need to go through a lawyer?
 - Melissa: No.
- Melissa (cont.): Also, there are a lot of things that I do that people might not realize I do. No one person should hold all the keys to a task, so I'll be reaching out to teach other members how to do these things.

c) DEI Statement for Lakeside Pride - Jonathan

- Jonathan: The DEI subcommittee has been working over the past several weeks to create a public statement for DEI. We've been looking at other statements from arts organizations, nonprofits, tech, corporate, etc. The goal is to launch the statement coinciding with the relaunch of the website. We're working on what to highlight - diversity, equity beyond race and gender, empowering and celebrating diversity, and recognizing challenges in the organization and society as a whole, and for it to be a factor in how we make decisions. We have it narrowed down to two. One is larger, and one is more brief. We've all seen statements that range in size. I'd like for you all to share your initial thoughts. We can decide to adopt one tonight or make further revisions. *(Jonathan reads out statements along with a Screen share)*
 - Scott: I'm usually in favor of brevity, but the longer statement gives us the how or why of what we are doing, whereas the shorter one seems perfunctory. The first line seems like preening though. I would suggest just starting at the second. Do we definitely want the
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- statement to include that we acknowledge our past shortcomings? It puts a spotlight on that and may open a can of worms.
- Matthew: I think the acknowledgment is the most important part of what we say. Otherwise, to me it's just PR fluff. If we don't say we are going to do better, we are missing the point.
 - Adam: I definitely agree with taking out the first clause. Have you gone over all the ways to say we acknowledge shortcomings? I agree with the point that we could have done better and need to do that. The wording just seems like an invitation to critique us. In the second statement, I like that it leaves the door open for other identities not thought of right now. Maybe it's too vague today, but is there a way to be more flexible for the future?
 - Scott: "Leading the sound of progress"?
 - Jonathan: We could also include "other marginalized groups", but I think adding the identities makes it feel less corporate. On the comment about past shortcomings, we are acknowledging we haven't always been the standard bearers. We as leadership need to answer for them. They are awkward conversations but it opens those to us and it's necessary.
 - George: "We recognize we can always do better." That's tacit acknowledgement without saying we're perfect and will continue to be perfect.
 - Emily: I do like that phrasing. It's an active statement that we will continue to grow, and there's no cap where we say we're done. It captures that.
 - Melissa: I agree with taking out the first line. I hope that we can put the idea that we've always been an activist organization. It's part of how we were founded. The idea should be that we have always been activists, and we try to do good. We haven't always done the best, but strive to be better. The shorter version doesn't say enough. It sounds like a rubber stamp DEI. In general, I'm really excited to see this.
 - Brandon: I agree that the second statement seems really perfunctory.
 - Jonathan: I appreciate the brevity of the second, but I like the fact that the first incorporates more and feels more personal.
 - George: This is different from our mission statement. It's something more specific versus some grand vision.
 - Eric: Are we missing national origin/ethnicity?
 - Jonathan: I noticed I left out religion too.
 - Eric: We should just double check and make sure they line up with protected classes. I like past acknowledgement wording. It owns up to our past shortcomings. I'm not a fan of the other proposed language.
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- Adam: Should it include a call to hold us to account?
 - Melissa: What would it look like?
 - Adam: A suggestion for how members become involved? Who to talk to about perceived shortcomings? How do we amend it to include future classes that aren't yet known?
 - Jonathan: When released to the website and wherever else, it could be a second item or bullet point.
 - Scott: "Ongoing dialogue is welcome and please speak to XXX about these matters."
 - Melissa: It's good to have that along with it, but not in the official statement.
- Matthew: I am always a fan of brevity, but the shorter one does feel a little curt or corporate. As for naming - by the time you finish a list, you've already left someone off. By keeping it more general, you don't risk alienating someone. I feel like we need to find an option three.
 - Melissa: That's a fair point made by a few people. How it started 30+ years ago, it started with L and G. Then it was LGB, and then LGBT. Jonathan, do you have enough to take back with you?
 - Jonathan: Yes, I'll meet with the team and get another draft to present. Thanks all for the feedback.

d) Month Ahead Review (standing item)

- Jonathan: Anyone who is traveling for the holidays, please review and update your Google calendar.
 - Melissa: Yes, just create an Out Of Office event so we know that you are not reachable.

e) Kudos (standing item)

- Emily: Kudos to Aimee, Abdo, Brandon, Adam, Rick, Melissa, and the ADs on the "8-bit Wonderland". I'm very excited to do that again, however we do it. I'll have more availability as well.
 - Patrice: Seconded. I'm extra proud of Abdo for getting out on camera and talking to the community. He's up and coming.
 - Melissa: Yeah, I am really proud of you, Abdo, for pushing yourself out of your comfort zone. It was really a lot of fun.
 - Melissa (cont.): Giant thank you to Eric for helping me on this website update, and your willingness to jump in and do these things.
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- Jonathan: Kudos to Adam and Marketing for powering through Giving Tuesday.
 - Adam: We should do a social media post saying we reached our goal.
- Melissa: Also a shout out to Tony for balancing what he needs to and still participating.

8) Adjourn, 8:23 PM

- **Motion to adjourn the December 2020 Board Meeting: Emily. Seconded: Patrice.**
- **All aye. Unanimously adjourned.**

9) Reports

Chair Report (Melissa Terrell)

No Report

Vice Chair Report (Jonathan Alvares)

(For DEI Statement agenda item)

Option 1:

Aligned with our history of activism and our stature in Chicago's arts community, Lakeside Pride is committed to making diversity, equity, and inclusion a priority in every decision we make - from empowering new leaders in our ensembles and board, selecting a musical repertoire that highlights an array of perspectives, to creating a welcoming environment for members and audiences alike.

We acknowledge our past shortcomings in addressing these issues, and reaffirm our goal to be the standard-bearer for diversity, equity, and inclusion, extending to race, gender, age, veteran status, physical ability, and cognitive ability within the LGBTQ and ally community. Lakeside Pride recognizes the ongoing struggle towards true equity, and actively listens, learns, and retools our organization in this shared journey.

Option 2:

Lakeside Pride is committed to making diversity, equity, and inclusion a priority in every decision we make. We acknowledge our past shortcomings in addressing these issues, and reaffirm our goal towards diversity, equity, and inclusion. We recognize the ongoing struggle towards true equity.

Treasurer Report (George Matthews)



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(begins on the following page)

Chase	Current Month (11/2020)	Previous Month (10/2020)	Monthly Change \$	Year Over Year (11/2019)	Year Over Year Change \$	Fiscal Year Start (9/1/2020)	Fiscal Year to Date Change \$
Checking	\$23,163.36	\$23,338.98	-\$175.62	\$50,558.48	-\$27,395.12	\$22,208.25	\$955.11
Savings	\$162,623.66	\$162,620.94	\$2.72	\$162,557.88	\$65.78	\$162,615.68	\$7.98
Total	\$185,787.02	\$185,959.92	-\$172.90	\$213,116.36	-\$27,329.34	\$184,823.93	\$963.09

24-Month Rolling Cash-on-Hand



- Payment to Preston Bradley cancelled

Budget Variance

Lakeside Pride Music Ensembles, Inc. For the month ended 30 November 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	60	-	60▲	0.0%	60	16,500	(16,440)▼	-99.6%▼
General Fundraising	-	-	-	0.0%	-	5,000	(5,000)▼	-100.0%▼
Interest Earned	3	-	3▲	0.0%	8	50	(42)▼	-84.0%▼
LGBA Revenue	-	-	-	0.0%	2,000	-	2,000▲	0.0%
Membership Dues - Regular	364	-	364▲	0.0%	1,242	29,000	(27,758)▼	-95.7%▼
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	426	-	426	0.0%	3,310	161,000	(157,690)	-97.9%
Gross Profit	426	-	426	0.0%	3,310	161,000	(157,690)	-98.0%
Operating Income / (Loss)	426	-	426	0.0%	3,310	161,000	(157,690)	-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	(87)	-	(87)▼	0.0%	(257)	(2,000)	1,743▲	87.2%▲
Insurance	-	-	-	0.0%	-	(6,500)	6,500▲	100.0%▲
Marketing Budget	(63)	-	(63)▼	0.0%	(63)	(13,000)	12,937▲	99.5%▲
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	(449)	-	(449)▼	0.0%	(1,947)	(36,500)	34,553▲	94.7%▲

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	(599)	-	(599)	0.0%	(2,347)	(158,250)	155,903	98.5%
Net Income / (Loss) before Tax	(173)	-	(173)	0.0%	963	2,750	(1,787)	-65.0%
Net Income	(173)	-	(173)	0.0%	963	2,750	(1,787)	-65.0%
Total Comprehensive Income	(173)	-	(173)	0.0%	963	2,750	(1,787)	-65.0%



Meeting of the Board of Directors

12/14/2020

Secretary Report (Aimee Faller)

The “8-bit Wonderland” virtual concert was a success! There were 117 unique viewers on the YouTube Channel. The Facebook page marked it at 1.7K views, which does not seem right, but also marked that 114 people attended the event. Overall, it looks like we got a good turnout and viewers seemed to enjoy the content we provided.

Using StreamYard as a streaming platform was generally a user-friendly experience, though there were some drawbacks in regards to alternating between live and recorded footage that might warrant looking at other software if we decide to do more virtual concerts in the future.

Member Resources Report (Patrice Mustaafaa)

Finances & Membership Information

	Dec 2020	Dec 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	212	235	274	250-300	300-325	250-300
Member-ship Forms	71	188	235	274			
Dues	\$880	\$17,080	\$20,070	\$23,340	\$2,500 / \$20,000	\$20,510 / \$20,000	\$29,810 / \$18,000



Meeting of the Board of Directors

12/14/2020

This Year

Stats on Instruments			Stats on Dues and Forms			Stats on Types of Membership		
# of			#	%	Metric	#	%	Metric
# of	01 Flute	26	71	29.6%	Forms Submitted	181	75.4%	Veterans
# of	02 Double Reed	10	169	70.4%	Forms Remaining	59	24.6%	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	2	0.8%	StuHalfYear
# of	08 Trombone	24	880	4.4%	Total Accrued	0	0.0%	SenHalfYear
# of	09 Euphonium	5	3180	15.9%	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)	173	72.1%	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

Note: This report was prepared on 12/10/2020 and represents the membership data at that time.

During the time of the board meeting, the 8-bit Wonderland Concert would have already occurred. It was a phenomenal success, and it would not have been possible without our production team, performing ensembles, and our sponsors -- especially a big shout out to Aimee! Thank you all for your hard work putting together this event.

As we do more virtual things, it seems more folks are interested in joining, which is exciting!

Development Report (Rick Villanueva)

No Report



Meeting of the Board of Directors

12/14/2020

PR Report (Matthew Toland)

A press release email about the holiday concert went out to our contact list on Thursday, December 3. There were a couple of follow up emails and several bounces so we will continue to work to keep the list up to date.

Marketing Report (Adam Lang)

No Report

Operations Report (Brandon Strawn)

No Report

Chamber Ensembles Report (Brandon Strawn)

No Report

Symphonic Band Report (Kyle Rhoades)

No Report

Pops Ensemble Report (Steven Kandow)

Thank you Aimee, Emily, and everyone else involved in the production of the 8-Bit Wonderland event. I received a great deal of positive feedback from family, friends, and colleagues who watched the event. I thought it was very well-put-together and highlighted aspects of all facets of the organization VERY effectively.

Jazz Ensembles Report (Scott Malinowski)

No Report

Marching Band Report (Stephen Carey)

No Report