



Meeting of the Board of Directors

2/8/2021

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

Board members absent: Seyi Adeyemi

Members in attendance: Scott Malinowski

- 1) Call to order, 7:12
- 2) Approval of last month's minutes
 - **Motion to approve the January 2021 Meeting Minutes as amended: Patrice. Seconded: Brandon. All others aye.**
 - **Motion unanimously carries.**
- 3) Comments from members in attendance (5 minutes each maximum)
- 4) Officer action items
 - a) Chair – Melissa Terrell - *No Report*
 - Melissa: We continue to move on with LGBTQ+ planning, and we're in talks about commissioning a piece for the Symphonic Band. We are being cautious about what we commit to and sign. We have signed one contract, and the hotel is close but we need to make sure the COVID provision covers us appropriately. The December concert was successful, and I would like to do another one. Thoughts?
 - Adam/Brandon: We should have another.
 - Scott: One thing to bear in mind is that the gala will have a virtual performance component as well.
 - Rick: We are honing in on a date. Whatever date the concert is, let's have time between them even though the audience doesn't overlap 100%.
 - Melissa: Maybe one in April and one in May or June.
 - Brandon: No performances will happen at the Members Meeting, correct?
 - Melissa: No, it's already too long without it anyway. Speaking of, Jonathan passed out the PowerPoint deck. Officers need to report on the year. It has been a very weird year, but we still need to report back to the organization. You can check last year's slide deck and change things from there.
 - Jonathan: The deadline is February 26th.
 - b) Vice-Chair – Jonathan Alvares - *No Report*
 - Jonathan: Thanks to Melissa and Eric for steamrolling the new website we have. Our brand new DEI statement is now on the new website. I also posted in Members and Friends, but we're starting a BIPOC affinity group. It will be a safe space for people to talk about issues surrounding BIPOC. I encourage leaders of color to join.
 - George: Is BIPOC the house standard for that terminology?
 - Jonathan: Looking around at other publications, that seems to be the phrase to use.



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- Patrice: Did you break that acronym down for everyone here?
 - Jonathan: Yes, it's Black and Indigenous Persons of Color. It might be "People" and not "Persons".

 - c) Treasurer – George Matthews - *Report Attached*
 - George: We had some green numbers this month. The money from the winter concert was really nice, and it's something we should be doing again.

 - Melissa: We also got a check from the Thompson Street Opera Company. George, when the city sent the gala check, did they send a reconciliation with it?
 - George: It just says "Facility/MP deposit".
 - Melissa: Can we connect offline? It was much more last year and I want to make sure we know what this is for.

➤ **ACTION ITEM: George and Melissa will connect to discuss the gala check from the city.**

 - d) Secretary – Aimee Faller - *Report Attached*
 - e) Member Resources – Patrice Mustaaftaa - *Report Attached*
 - Patrice: I have been MIA due to personal reasons, so Emily and Abdo took charge on the report this month.

 - Emily: No updates. I compiled the info for the February report. We have a few new members. Thanks to Abdo for being awesome and responding to inquiry forms. We have some new donations from members as well. We're up to \$1800 now.

 - Melissa: One hundred people have filled out membership forms, yes?
 - Emily: Yes; it might be a few more now.
 - Melissa: Let's do one more hard push for membership forms so as many people as possible can come to the Members Meeting.

 - Emily: I will also send an updated roster list to the ADs and chamber liaisons, especially since we have had a noticeable increase in interest in the Pops ensemble.
 - Melissa: Coordinating with ADs to encourage their members to register wouldn't hurt either.
 - Abdo: When you start working on that, can you and I connect offline?

➤ **ACTION ITEM: Emily and Abdo will connect and work on sending updated rosters and membership form push to the ADs.**

 - f) Development – Rick Villanueva - *Report Attached*
 - Rick: There is not much beyond what's in the report. DCASE is in progress. Alphawood has yet to send info, but it is forthcoming. Last year, we applied for and received the Young Leader's Fund award via word of mouth. If any of you hear of any grants, let me know so we can do our due diligence and apply.
 - Scott: What was the dollar amount for DCASE?
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- Rick: I think it was around \$3,600 to \$4,200. I can check.
- George: The amount was \$3,067.
- Jonathan: What are we asking for from DCASE?
 - Rick: DCASE is ten percent of your operating budget up to ten thousand dollars. I put in ten thousand since our budget was in the 120's. They are going to go from \$7,500 to \$10,000. They can always grant a partial amount.
- Scott: Have we been successful with them?
 - Rick: 2017 was the last time we were awarded anything. We were getting scored in the 80's and the cutoff was between 87 and 91. We are getting close, but I'm not sure what is happening this year. We had a call for prep leading up to the application cycle. They mentioned similar things. We are being thorough. The head has allowed for additional questions. Going from their guidance will help.
- Jonathan: Is DCASE project based or based on operating expenses?
 - Rick: They have both. There are actually three categories - special events, under \$2 million operating budget and over \$2 million. For special projects, we are not there yet. The special project has to be ongoing programming not a one-off event. We could potentially put together a program. If we have a multi-month program leading up to LGBA, for example, that could potentially qualify.
- George: If you need help with DCASE, let me know ASAP.
- Rick: Is anyone taking care of DataArts?
 - Melissa: FYI, DataArts is an easy way to enter your financials once, and donors can pull the specific info they need from that.
 - Jonathan: Other basic membership data is in there too. I put it together the past few years. If you need help, let me know.
 - Rick: A lot of people ask for the DataArts file and several years' worth. This year, they haven't required it, but it is recommended. I'd be happy to use it in the report. Otherwise, we can use the previous one.
 - Jonathan: I would suggest that we do complete it and show funders that we are stable.
 - Rick: Whoever does it, I can connect with you on that.
 - Melissa: You should be able to pull the data from Xero.
 - George: I have added it to my to-do list.

➤ **ACTION ITEM: Rick and George will work on getting DataArts completed.**

g) PR – Matthew Toland - *No Report*

- Matthew: As soon as you have solid details about the gala, send them my way. The sooner, the better for press releases.

- Rick: As soon as we have dates and details, you'll get those.
 - h) Marketing – Adam Lang - *No Report*
 - i) Operations – Brandon Strawn - *Report Attached*
 - Brandon: We just had a virtual performance, which got us one hundred bucks. We had some great member testimonials as well. Thanks to those who contributed. Otherwise, it has been a slow month.
 - 5) Ensemble action items
 - a) Symphonic Band – Kyle Rhoades - *Report Attached*
 - Melissa: WCPA is in progress. Kyle will push out an email to the membership soon. Because it's a collaboration with someone else, we want to put together the best product we can.
 - b) Pops Ensemble - *No Report*
 - c) Jazz Ensembles – Scott Malinowski - *No Report*
 - Scott: We are planning a Jazz Zoom hangout for the 24th. We're also continuing to speak with the Connections For The Homeless program. We gave them recorded materials for them to review. If they select us to be included in their gala, they will give us around six hundred dollars.
 - Scott (cont.): Sometimes we need to provide logos, etc. to other organizations. Could there be a section of the website with press materials that we can direct people to?
 - Melissa: We could do that. Matthew, could you coordinate what we would need for a press page? We'll handle the website part.
 - Matthew: I think we have a lot of that in the style guide already. I don't know if we would want that to be public. It could be on the webpage but hidden so it's not out there for everyone to steal.
 - Adam: I've seen organizations do a "who we are" section, where they grant permission for the use of a few photos and then have contact information for requesting other materials.
 - Melissa: Yes, let's look at doing something like that.
 - Scott: If I could have access to the folder or be sent the graphics, that would be great.
 - Melissa: Yes, I can do that for you.
 - **ACTION ITEM: Melissa will send Scott vector files of the Lakeside Pride logos.**
 - d) Marching Band – Stephen Carey - *No Report*
 - Melissa: Stephen is continuing to work on getting uniforms returned, and is making good progress on that.
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e) Chamber Ensembles – Brandon Strawn - *No Report*

- Brandon I have two ideas I wanted to discuss:
 - 1) I've noticed a lot of members posting videos of themselves playing on Instagram and Facebook. It would be great to reach out and promote some of those videos if we have the funds to pay for streaming. It would go towards our goal of making more people smile and combatting stay-at-home fatigue.
 - Adam: We have already done some of those. Whoever has a video to share, they just need to make that post public, and share the link with the marketing@ email.
 - 2) (Brandon) I'll reach out to Christy as the head of Wilde Cabaret, but it could be fun having a Zoom karaoke or performances singing along to pre-recorded tracks. At the beginning, we were doing well and it has tapered off.
 - Melissa: Good ideas. There was also a member suggestion to have a talent show or solo/ensemble contest. It would be cool if it was public to add to our social media accounts.
 - Brandon: It would also be beneficial from a grants point-of-view, as it shows we are still being active and contributing to the community.
 - Rick: We are actually looking for several minutes of video content for grant applications. I would be glad to include that.
- Brandon: I've also been planning to finish acquiring chamber charters in a month or so, so during the May meeting, we can vote for reapproval of chambers. From then on out we would make it an annual thing. It's in our bylaws to do that, and we haven't been. We need to be doing it.
 - Melissa: That would be fine.
 - Scott: Would doing it at the start of the fiscal year be better? Is it required to line up with that?
 - Melissa: Maybe. It also allows the new board to get up to speed before being thrown into a bunch of votes.
 - Brandon: Okay, September it is.
 - Emily: Brandon, would you like to be cc'd on chamber communications?
 - Brandon: Sure.

6) Old business

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

- Melissa: This doesn't need to stay in old business, since we are at a standstill with performing.
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➤ **ACTION ITEM: Aimee will remove BIPOC composer commission from the agenda.**

b) Gala 2021 - Patrice/Rick

- Rick: There's not much more to add. I put in a little teaser about what work is going on. We're still selecting a date, and have reached out to ADs and community partners to get feedback from them on timeframe, overlap with schedules, etc. I've looked on available calendars and don't see anything. We have talked about pushing the gala to June to coordinate with Pride. Since it's virtual, there are no facility fees or caterer fees to contend with. We just don't want to intrude on potential timeframes for other organizations. It will be a 75 to 90 minute program. It could even be a weekday evening. There will be a fundraising element to it as well.
 - Scott: The Center On Halsted gala is May 6th.
 - Brandon: Maybe we could coordinate with KOVAL about mixers.
 - Brandon (*cont.*): Are we expecting the pride parade to be canceled again?
 - Rick: I don't know what they have said. Pride Fest tentatively scheduled their event for 18th to 19th.
 - Melissa: In the last 6 weeks, we have vaccinated only 10% of the population. I don't think we are going to be there at the goal with herd immunity, so it's likely we won't have one again.
 - Adam: A lot of large events are scheduling theirs for September instead of June.
 - Patrice: New Orleans Pride was moved to August.
 - Rick: Last year pride was moved from June to later in the Fall. They might try the same again.
 - Jonathan: Last year, we announced the Founder's Award and Spotlight Award. I wanted to get feelers for if we are planning on awarding those things at this gala.
 - Melissa: The Founder's Award is not normally announced at the gala. We just did that because of Bradley. It's more of an internal thing. The Spotlight Award is more external and used as a draw to get people in. Thoughts on doing that this year?
 - Jonathan: If we have a good recipient in mind, I would be happy to include it in the program. It draws in outsiders.
 - Patrice: Does it have to be someone heavily involved with LPME? Or just our community in general?
 - Melissa: Not a member, but someone who has contributed to us or the community at large.
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- Rick: Like would civic leaders work? Greg Harris was the leader of the house, right?
- Patrice: I ask because he was specifically involved with us.
- Melissa: Not heavily involved, but yes. He emceed for us, supports the HIV+ group, and generally has a good relationship with us. We want someone who is generally a supporter.
- Rick: And someone whose values align with us as well.
- Patrice: Because we haven't been very active, can we expand that pool to the community at large?
- Melissa: Yes.
- Brandon: What about [redacted] or [redacted]?
- Emily: I love the idea of [redacted].
- Melissa: Both are great options
- Emily/Brandon: [redacted] intersectionality of LGBTQ with BIPOC.
- Patrice: Send me your suggestions, I'll collect names and bring to the committee. We are meeting weekly to stay on top of this.
- Melissa: The people who make the award need a few months to do it. Keep in mind.
- Brandon: [redacted] is another.
- Emily: Regarding June, I got something from San Francisco for their joint virtual pride concert.
- Melissa: Just to keep it in mind, as we get into spring or summer, two of our ADs would like to have some rehearsals outside. We would potentially be able to start ramping up rehearsal as the weather improves.
 - Rick: Has anyone specifically gone out to see where we can find a space to perform?
 - Melissa: That's part of what we're working on. Our marching venue, Lakeview High School, was no good at the time due to COVID restrictions. There is the possibility of asking Northside College Prep, though it isn't convenient for public transit. We have some connections at the Chicago Park District. So, we have possibilities. We don't want to get in trouble if there are limits on numbers of people, and we can't necessarily rope the area off at a lot of locations.
 - Rick: Lincoln Park has those giant tiered cement blocks. I can see us setting up there.

- Melissa: That's definitely a possibility. Keep this in mind and send any leads you hear of my way.

c) Pops AD [*Discussion in Executive Session*]

7) New business

a) COVID-related requirements for in-person rehearsals - Kyle/Melissa

- Melissa: This is an ever-changing situation, but something we should talk about. Generally, I don't like to weigh in before others and influence your opinion, but I'm going to jump in and say we should require the vaccine.
 - Aimee: My initial impulse was that as well, but after researching and sitting on it for a few weeks I feel pretty strongly that we should not require the vaccine. For one thing, vaccine distribution is slow and not equitable, and it's going to take a long time to change that. We would be excluding people through no fault of their own. Secondly, research is showing that while the vaccine drastically reduces the severity of COVID, it does not actually prevent a person from getting the virus, so it won't likely make a big dent on people bringing it to rehearsal.
 - Patrice: If we are at DePaul or somewhere else for rehearsal, it may not even be up to us. We may have to go by house rules. Also, I have gotten the same info Aimee said with the data. It's not keeping people from carrying the virus. I think it would be fair to ask people to wear a mask, though depending on the instrument, masks may make it difficult to play. I think space requirements and social distancing are going to be in play for a long time to come. We'll still need distancing, vaccine or not. We need to make sure everyone is comfortable, but we cannot disclose whether people have had the vaccine. I don't think it is even legal to ask.
 - Brandon: It's not legal, due to HIPAA.
 - Patrice: We could say that we want to keep everyone safe and healthy, here are the guidelines. They would be suggestions, but not required. If we're playing outdoors, it will be safer if we are distancing, vaccine or no vaccine. The indoor thing will be touchy for the rest of this year.
 - Brandon: I agree. We need to err on the side of caution with this. It's in our bylaws to not exclude based on anything, and I think it should/would extend to this.
 - Abdo: Would it be possible to ask for proof of a negative COVID test? Or require people to be tested weekly?
 - Aimee: Not as it stands now. It's still tough to get tested, and turn around time is too long to be of any help.
 - George: If transmissibility isn't affected by the vaccine, those who don't have it are the ones who would need to take that risk. I read today that vaccines may become more like the flu vaccine, given the new strains/mutations. It's not practical to require it.
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- Melissa: I'm glad we're talking about this. Don't plan on making a hard decision today. We can't know yet. We will get a better sense of the direction things are going in the fall. People are asking what's next, and we need to be able to honestly say we've been having this discussion. There is a certain level of personal responsibility here as well. People can catch other colds, flus, etc. at rehearsal. It's part of the risk.
- Adam: If part of our mission is including everyone, are there people who can't get vaccinated no matter what?
 - Melissa: Yes, there are some people who can't get it due to adverse reactions. They take that risk every time they leave the house.
- Scott: I would caution against using a broad brush. There is a high likelihood of small ensembles starting up first. It's not all or none.
- Jonathan: Ask a next step, we should consult with other pride bands to see what they are doing and talk to our legal team and see what our risks are if we were to move into in-person rehearsals. We should also check and see if Center On Halsted, DePaul, etc. have new updates. Maybe we can get them by next month.
 - Melissa: we won't be able to get those yet. The situation is ever changing.
 - Jon: We could at least get status updates.
- Abdo: Should we consult with our members who are in the medical field?
 - Melissa: Yes, but it's very likely someone will set a standard and everyone else will follow it anyway.
 - Eric: I like the idea of copying what larger groups are doing. No need to reinvent the wheel.
- Scott: Do we need to change the budget for PPE?
 - Melissa: Not at this time.
- Emily: We can also follow the continuing research on particle distribution with music playing. I know Kyle has looked into this and sent us some articles a few months ago.

b) Member Meeting

- Melissa: This wasn't on the agenda, but I want to take a moment to talk about the Members Meeting. This is the time when you need to talk about what your team has been up to.
 - Melissa (*cont.*): Officer elections are also taking place. If you hold the position and intend on staying, please let me know ASAP. One reason we function at such a high level is because we put in the effort to build it. If you plan on staying, please submit your declaration ASAP. If you're not an officer and interested in a position, please reach out to me or that officer. The deadline is Monday, March 1st. I'm not running again, and I
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would love to leave the board in a strong position to carry on. Members-At-Large are appointed versus elected. Those declarations are due April 1st.

- Brandon: I presume that in order to vote, we are just requiring that people fill out the form and not pay dues, yes?
- Melissa: Yes, in order to vote and participate, you need to fill out the form so you are an official member. If you plan on stepping down, please update your officer handbook and folder with updated information.

c) Month Ahead Review (standing item)

- Adam: We have the board meeting and the annual member meeting.

d) Kudos (standing item)

- Brandon: Kudos to Aimee for updating the newsletter.
- Patrice: Kudos to the membership team, Abdo and Emily (*kudos back*)
- Melissa: Kudos to Eric and Jonathan for getting that website done.
- Eric: Kudos to Kyle for the website feedback
- Matthew: Kudos to Jonathan's beard.
- Jonathan: Kudos to George for finalizing the budget.
- Melissa: Kudos to Adam for the cake.

8) Adjourn, 8:50

- ***Motion to adjourn the February 2021 board meeting: Patrice. Seconded: Emily. All aye.***
- ***Unanimously adjourned.***

9) Reports

Chair Report (Melissa Terrell)

No Report

Vice Chair Report (Jonathan Alvares)

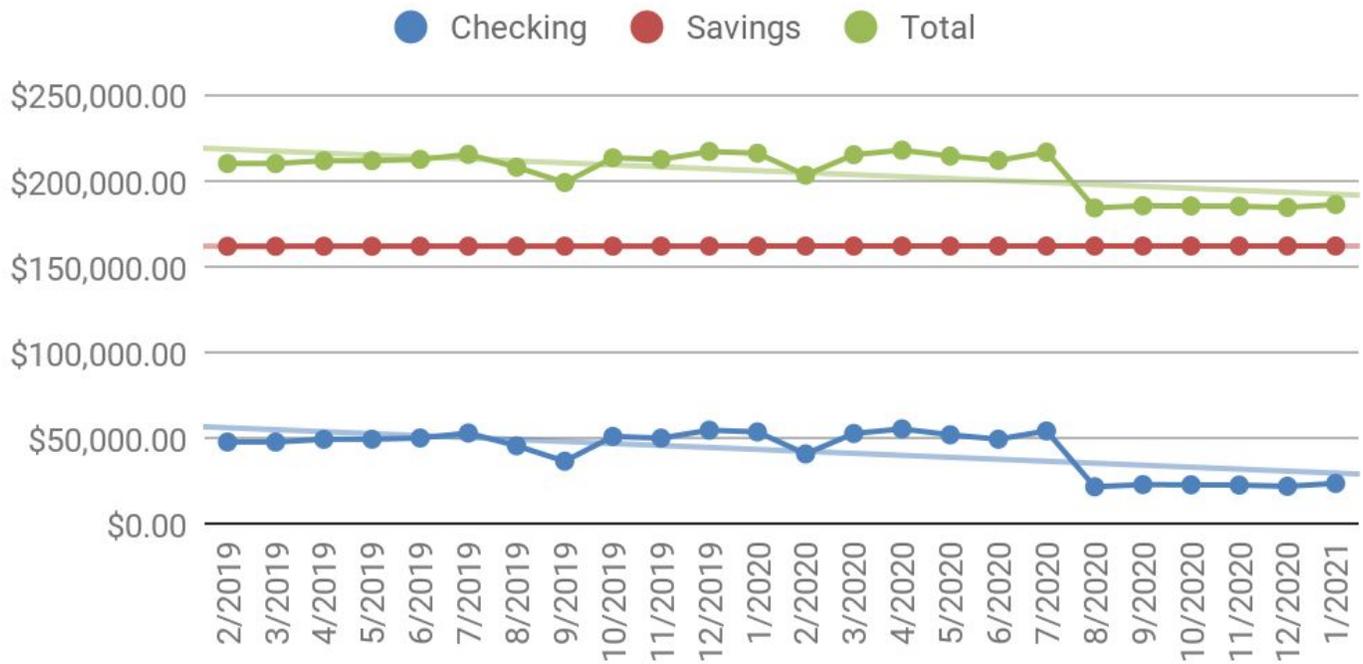
No Report

Treasurer Report (George Matthews)

(begins on the following page)

Chase	Current Month (1/2021)	Previous Month (12/2020)	Monthly Change \$	Year Over Year (1/2020)	Year Over Year Change \$	Fiscal Year Start (9/1/2020)	Fiscal Year to Date Change \$
Checking	\$24,170.81	\$22,483.73	\$1,687.08	\$54,162.33	-\$29,991.52	\$22,208.25	\$1,962.56
Savings	\$162,628.93	\$162,626.38	\$2.55	\$162,580.31	\$48.62	\$162,615.68	\$13.25
Total	\$186,799.74	\$185,110.11	\$1,689.63	\$216,742.64	-\$29,942.90	\$184,823.93	\$1,975.81

24-Month Rolling Cash-on-Hand



- Taxes submitted and accountants paid (\$2,000)
- Major revenue from Giving Tuesday (\$1,325) and December donations (\$3,083.60)

Budget Variance

Lakeside Pride Music Ensembles, Inc. For the month ended 31 January 2021

	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%	100	2,500	(2,400)▼	-96.0%▼
Contributions - Foundations	-	-	-	0.0%	100	2,500	(2,400)▼	-96.0%▼
Contributions - Grants	-	-	-	0.0%	-	10,000	(10,000)▼	-100.0%▼
Contributions - Individual	4,409	-	4,409▲	0.0%	4,778	16,500	(11,722)▼	-71.0%▼
General Fundraising	-	-	-	0.0%	-	5,000	(5,000)▼	-100.0%▼
General Performance Fees	-	-	-	0.0%	30	-	30▲	0.0%
Interest Earned	3	-	3▲	0.0%	13	50	(37)▼	-73.5%▼
LGBA Revenue	-	-	-	0.0%	2,000	-	2,000▲	0.0%
Membership Dues - Regular	60	-	60▲	0.0%	1,521	29,000	(27,479)▼	-94.8%▼
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%▼

Budget Variance

	Actual	Budget	Var USD	Var %	YTD Actual	YTD Budget	Var USD	Var %
Production Sponsorship - Symphonic Band 2	-	-	-	0.0%	-	2,000	(2,000)▼	-100.0%▼
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	4,471	-	4,471	0.0%	8,542	161,000	(152,458)	-94.7%
Gross Profit	4,471	-	4,471	0.0%	8,542	161,000	(152,458)	-95.0%
Operating Income / (Loss)	4,471	-	4,471	0.0%	8,542	161,000	(152,458)	-95.0%
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	117	-	117▲	0.0%	117	(500)	617▲	123.4%▲

Budget Variance

	Actual	Budget	Var USD	Var %	YTD Actual	YTD Budget	Var USD	Var %
Equipment - Jazz Ensembles	-	-	-	0.0%	-	(5,000)	5,000▲	100.0%▲
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	(200)	-	(200)▼	0.0%	(543)	(2,000)	1,457▲	72.8%▲
Insurance	-	-	-	0.0%	-	(6,500)	6,500▲	100.0%▲
LGBA Expenses	-	-	-	0.0%	(27)	-	(27)▼	0.0%
Marketing Budget	(250)	-	(250)▼	0.0%	(943)	(13,000)	12,057▲	92.7%▲
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%▲

Budget Variance

	Actual	Budget	Var USD	Var %	YTD Actual	YTD Budget	Var USD	Var %
Music - Symphonic Band General	-	-	-	0.0%	(245)	(3,100)	2,855▲	92.1%▲
Occupancy	(449)	-	(449)▼	0.0%	(2,845)	(36,500)	33,655▲	92.2%▲
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	(2,000)	-	(2,000)▼	0.0%	(2,080)	(3,000)	920▲	30.7%▲
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%▲

Budget Variance

	Actual	Budget	Var USD	Var %	YTD Actual	YTD Budget	Var USD	Var %
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%▲
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	(2,782)	-	(2,782)	0.0%	(6,566)	(158,250)	151,684	95.9%
Net Income / (Loss) before Tax	1,690	-	1,690	0.0%	1,976	2,750	(774)	-28.0%
Net Income	1,690	-	1,690	0.0%	1,976	2,750	(774)	-28.0%
Total Comprehensive Income	1,690	-	1,690	0.0%	1,976	2,750	(774)	-28.0%



Meeting of the Board of Directors

2/8/2021

Secretary Report (Aimee Faller)

- Our (very small) list of performed songs in 2020 has been submitted to the Association of Concert Bands in accordance with our blanket license agreement.
- Once we have the form for the annual report to the Secretary of State, I will submit that.

Member Resources Report (Patrice Mustaaftaa)

Finances & Membership Information

	Feb 2021	Feb 2020	FY 2020 Eventual Total	FY 2019 Eventual Total	FY 2021 Expectation / Budgeted Amount	FY 2020 Expectation / Budgeted Amount	FY 2019 Expectation / Budgeted Amount
Members	244	253	235	274	250-300	300-325	250-300
Member-ship Forms	100	234	235	274			
Dues	\$1,685	\$18,815	\$20,070	\$23,340	\$4,545 / \$20,000	\$21,140 / \$20,000	\$29,810 / \$18,000

This Year

Stats on Instruments			Stats on Dues and Forms			Stats on Types of Membership		
# of			#	%	Metric	#	%	Metric
# of	01 Flute	26	100	41.0%	Forms Submitted	190	77.9%	Veterans
# of	02 Double Reed	10	144	59.0%	Forms Remaining	54	22.1%	Rookies
# of	03 Clarinet	42	72	29.5%	Donations Finished/Waived	30	12.3%	RegFullYear
# of	04 Low Clarinet	10	27	11.1%	Donations In Progress (C/C)	5	2.0%	StuFullYear
# of	05 Saxophone	25	99	40.6%	Donations Given/Started	2	0.8%	SenFullYear
# of	06 Trumpet	32	145	59.4%	Donations Not Given/Unstarted	2	0.8%	RegHalfYear
# of	07 Horn	17	20000	100.0%	Total Dues Budgeted	3	1.2%	StuHalfYear
# of	08 Trombone	24	1685	8.4%	Total Accrued	0	0.0%	SenHalfYear
# of	09 Euphonium	5	4545	22.7%	Approx Expected Accrual	0	0.0%	Summer
# of	10 Tuba	8	1	0.4%	Artistic Director (AD)	54	22.1%	Waiver
# of	11 Percussion	16	0	0.0%	Cash/Check (C/C)	148	60.7%	Other
# of	12 Vocalist	10	190	79.8%	PayPal (PP) (or Stripe)			
# of	13 Rhythm	7	0	0.0%	PayPal Payment Plan (PPPP)	28	8.4%	Jazz
# of	14 Ukulele	8	47	19.7%	Waiver	40	12.0%	Marching
# of	15 Auxiliary	2	190	79.8%	Paid Full Amount	180	54.1%	Symphonic
# of	16 Piano	2				85	25.5%	Chamber
# of	Total	244				42	12.1%	Pops



Meeting of the Board of Directors

2/8/2021

Notes

- As the Members Meeting approaches, we will be preparing accordingly with slides and additional items as needed.

Development Report (Rick Villanueva)

It's Grant Season

On the horizon for grant applications include the DCASE Grant and the Alphawood Grant. The DCASE grant application is in progress and is due Mar 3rd. Our goal is to have the grant submitted one-week prior (per DCASE's recommendation) to accommodate for any technology issues that could arise (it's a thing) during the submission process.

The Alphawood Grant has yet to be opened to us. The initiation to submit the Alphawood grant historically falls within the Jan-Feb time frame and will likely be due in late March. Those dates will be confirmed and updated once as soon as we receive the invite.

The Young Leaders Fund grant we received through the Chicago Community Trust (CCT) was a one-off so we are ineligible to receive that grant again. However, the CCT offers various grants throughout the year; there may be other grant opportunities that we may qualify for in the future. We will continue to monitor the activity within CCT's site for updates.

The Saints Grant has yet to 'go live'. We are monitoring for updates. While we did receive this grant several seasons ago, it appears the focus for The Saints is much more theater-focused (~76%), Music Venues (~11%) and Dance Companies (~3%). That being said, we continue to be on their 'eligible' list so we will pursue this grant when it becomes open again.

If you hear of any grants through any of your network connections, please reach out to me or the Development team. By the way, that's how we learned about the Young Leaders Fund grant....which we were awarded last year!

Gala 2021

The Gala planning committee have been meeting the past few weeks to begin the planning process for the planned virtual gala. More details to come as we secure dates, programming, speakers, and fundraising plans. Anticipate next month (March) for a more detailed plan of what will be involved for executing the virtual Gala.

PR Report (Matthew Toland)

No Report

Marketing Report (Adam Lang)

No Report



Meeting of the Board of Directors

2/8/2021

Operations Report (Brandon Strawn)

This month, we partnered with the Thompson Street Opera Company for their annual "Faulty Systems" LGBTQ+ multidisciplinary art event, which was virtual this year. We included brief testimonials from six members and two songs from the brass quintet. This was understood to be a gratis performance, but as it turns out, they will be sending us a check for our performances.

Otherwise, rehearsals and performances have continued to be on hiatus due to COVID-19.

Chamber Ensembles Report (Brandon Strawn)

No Report

Symphonic Band Report (Kyle Rhoades)

WCPA collaboration preparations are in progress.

Pops Ensemble Report (Steven Kandow)

No Report

Jazz Ensembles Report (Scott Malinowski)

No Report

Marching Band Report (Stephen Carey)

No Report