



Meeting of the Board of Directors

6/14/2021

Board members in attendance: Jonathan Alvares, Aimee Faller, George Matthews, Emily Dodd, Matthew Toland, Adam Lang, Patrice Mustaaftaa, Brandon Strawn, Abdo Timejardine-Zomeño, Ross Guthrie, Seyi Adeyemi, Westley Hodges, Jamie Schoffstall

Board members absent: Eric Rosecrants, Robb Strieter

Members in attendance: Kyle Rhoades, Manic Maxxie

Key Takeaways:

- Spring Spectacular: Premiered on Facebook & YouTube this past Sunday, June 13 at 12 PM, and it was a really wonderful concert.
- Be Vizzible for Pride: The Lakeside Pride Latin Band will be performing at an event at the Center on Halsted taking place Friday, June 18 at 6 PM in partnership with Vizzy Hard Seltzer.
- Board Retreat: will be taking place Saturday, August 14th from around 9 AM - 5 PM. Location TBD. If you have suggestions for a location for the board retreat, contact Jonathan & Aimee.
- Inventory: AssetTiger has been identified as a potential database we can use to track our inventory. Tags for our assets that will correspond with the online database will soon be ordered.

- 1) Call to order, 7:06 PM
- 2) Approval of last month's minutes
 - a) **Motion to approve the May 2021 Meeting Minutes as distributed: Patrice.**
 - b) **Seconded: Aimee. All others aye.**
 - c) **Motion unanimously carries.**
- 3) Comments from members in attendance (5 minutes each maximum)
- 4) Officer action items
 - a) Chair – Jonathan Alvares - *Report Attached*
 - i) Intros and Check-ins
 - (1) Each board member answers the introduction prompt: "What is the best concert/performance you've seen, and what made it so special?"
 - ii) Jonathan: I'm in talks with Vandercook and DePaul. Regarding DePaul, we have a contract we're reviewing and will be signed off this week for the fall season. For Vandercook, we are working towards finalizing those arrangements.
 - b) Vice-Chair – Aimee Faller - *Report Attached*
 - i) Aimee: Spring Spectacular came out yesterday and it went very well, so now we can move on to other stuff.
 - (1) Jonathan: I will elaborate in the kudos, but thank y'all Brandon, Abdo, Aimee, Emily, and Maxxie for putting together an amazing virtual concert.
 - c) Treasurer – George Matthews - *Report Attached*

Meeting of the Board of Directors

6/14/2021

- i) George: It was a great month for Facebook donations via birthday fundraisers. This may be treading into Matthew's territory, but can someone put a link to donate in the YouTube video for the Spring Spectacular?
 - (1) Emily: I'll take care of that.
 - **ACTION ITEM: Emily will add a donation link to the Spring Spectacular YouTube video.**
 - d) Secretary – Emily Dodd - *No Report*
 - e) Member Resources – Patrice Mustaaftaa - *Report Attached*
 - i) Patrice: I'm getting Jamie & Robb up to speed with Member Resources items. I'm meeting with them weekly and organizing the Member Resources folder as I prepare for my move to New York. We are also seeing an uptick in inquiries.
 - f) Development – Matthew Toland - *No Report*
 - i) Matthew: I've been mostly working on development for the Pride Bands Alliance conference. I haven't yet reached out to my team though, but I will do that soon.
 - (1) Jonathan: Aimee and I are chatting with Alphawood tomorrow as well.
 - g) PR – Abdo Timejardine-Zomeño - *Report Attached*
 - i) Abdo: Nothing in addition to what's in the report. Spring Spectacular was awesome-- great job, team! I'm ready to get back to things in person. I do have an agenda item that we'll discuss once we get there.
 - h) Marketing – Adam Lang - *Report Attached*
 - i) Adam: Marketing and PR committee jointly met last week. I'm really excited about the people in the committee, and Patrice got back to me with a list of people that have skills they're willing to contribute, including technical skills, which is awesome.
 - i) Operations – Brandon Strawn - *Report Attached*
 - i) Brandon: I'm currently working with Jonathan closely to reopen. We will be communicating with the chamber ensemble liaisons and the artistic directors soon. We still have a COVID tracking protocol that we'll be using, and I've also been updating the corresponding Google forms.
 - (1) Ross: I've found we kind of struggle with taking attendance, so can COVID tracking serve as a way to continue to effectively track attendance for rehearsals?
 - (a) Brandon: Kyle would like to know the attendance ahead of time in this case, but yes, I see how that would be useful.
 - ii) Brandon: My work with the chamber ensembles will go hand-in-hand with our reopening plans. One thing I want to emphasize is that everyone should fill out the membership form, including any substitutes, etc.
-



Meeting of the Board of Directors

6/14/2021

5) Ensemble action items

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

- i) Kyle: Can whomever is in charge of the member inquiry spreadsheet please share that with me?

(1) Patrice: Yes, I'll send that along.

➤ **ACTION ITEM: Patrice will send Kyle the spreadsheet of people interested in symphonic band.**

- ii) Kyle: Late last night, we got the facilities request for Lakeview High School. We're hoping to have several outdoor rehearsals to get back into the swing of things, hopefully starting June 27, with some kind of concert August 8. I'm really excited about this arrangement once we are able to finalize it.
- iii) Kyle: I'd like to add some more email addresses to my list for recruitment so that we can see where we end up. I'd like to use this as a gauge to see what we can do as we open up in the fall.
- iv) Kyle: I have an idea of what kind of pieces I'd like to do, but nothing is set in stone. With the Silver Anniversary coming up, send any song suggestions you have my way. I may chime in later as we discuss other items, but that's all I have for now.

b) Pops Ensemble - Manic Maxxie - *Report Attached*

- i) Maxxie: First, I'm super pleased with how the video for the Spring Spectacular went, so thank you all! I've shared some rehearsal and concert dates in my report. Rehearsals will begin in October with a concert in February. For Concert 2, that concert will be during the conference in May, but I have not been a part of any planning discussions yet.

(1) Jonathan: We'll discuss that shortly.

- ii) Maxxie: For Venue, I think we discussed using the Logan Center for the Arts for performances, and I'd like to see about using that as a venue for our concerts.

c) Jazz Ensembles – Scott Malinowski

- i) Scott: This Friday the Latin Band will be doing a performance at the Center on Halsted. The event is open to the public, so feel free to come out. I'm unsure how much we've been promoting the event, but it would be great to include that. The spiked beverage company that is being promoted at the event is very supportive of the queer community, including being one of the first to provide benefits for same sex partners.
- ii) Scott: The Strayhorns will be performing at Marketdays. The Jazz Trio will have a performance in August, and the Jazz Orchestra will begin regular weekly rehearsals in August.

d) Marching Band – Stephen Carey - *Report Attached*

e) Chamber Ensembles – Brandon Strawn - *Report Attached*



Meeting of the Board of Directors

6/14/2021

- i) Brandon: One thing I will note is getting venues for rehearsing. For Preston Bradley, we're unsure if they're open/accepting people since the pandemic was hard on them. We have the Center on Halsted for 1-2 nights a week but only one ensemble at a time. I'll make a note that the Center should be reserved for ensembles who need a drumset. We've been in conversations with the Chicago Park District to host some chamber groups at their facilities, including their indoor facilities. The groups are really excited to get back together again.
 - (1) Westley: I'd love to help find affirming churches that offer queer spaces in their congregations to host chamber ensemble rehearsals. I know there's Trinity here in Wrigleyville, and Lutheran ELCA, All Saints Episcopal (and really all of the local Episcopal churches), would love to host y'all. Those would be a great start. I have a contact for Trinity, so let me know.
 - (2) Brandon: I know Preston has been working with the People's Church-- I don't know if they still use that space, and that space doesn't have very much ventilation either.
 - (a) Scott: What's the likelihood that the Chicago Parks District will host the chamber groups?
 - (b) Brandon: We've already been in discussions with them, and a COI has been issued.
 - (c) Jonathan: I think we've discussed this, but there's more to the Preston Bradley issue than ventilation, including infrastructure. I'm excited about the partnership with the Chicago Parks District.
 - (3) Abdo: I know we've used the Logan Center, but have we considered using the spaces at University of Chicago for rehearsal spaces?
 - (a) Brandon: We have not-- the options we've looked at are free or low cost, and while I'm unsure how much a space at University of Chicago would be, we could take a look.
 - (b) Jonathan: We are also establishing a partnership with the Logan Center as well.
- 6) Old business
- a) Reopening Planning (Jonathan)
 - i) Jonathan: We've been working on documentation, internal marketing pushes, and locking down rehearsal spaces and performance venues. We will have updates regarding mask usage and contact tracing in the coming dates, so keep an eye out for that documentation.
 - b) Board retreat (Jonathan)
 - i) Jonathan: We have a quorum for Saturday, August 14th from 9 AM - 5 PM, though the time can be flexible. If anyone is available or has a place of business that is available to
-



Meeting of the Board of Directors

6/14/2021

use that can host us and is convenient to get to via public transportation, that would be helpful. Please email me and Aimee to let us know if you have any suggestions.

- (1) Matthew: I can host in Schaumburg, because the museum has a conference center, though I understand that is a bit far.
- ii) Jonathan: If you have suggestions for what you'd like to cover as topics at the retreat, let me and Aimee know as well.
- iii) Brandon: I have a question about last year's retreat. We developed a mission statement, but did we publicize it?
 - (1) Jonathan & Aimee: It's on the website.
 - (2) Brandon: But did we tell anyone about it?
 - (3) Jonathan: We did at the members meeting.
- c) **Gala 2021 (Patrice)**
 - i) Jonathan: Anything new for Gala 2021?
 - (1) Patrice: We've decided not to do one for 2021.
 - (2) Aimee: I think that's good-- people are likely burnt out from virtual events, and the amount of effort to put in to an online event would not be worth it.
 - (3) Patrice: Yes, that was our original plan, then we discussed waiting until we could do it in person. I feel if we bypass this year and focus on the conference, that would be best.
 - ii) Jonathan: Great, we will push Gala 2021 to 2022.
 - (1) Patrice: 2023?
 - (2) Brandon: I think we discussed pairing it with the anniversary party.
 - (3) Jonathan: And using it to fundraise for the conference.
 - iii) George: I think that is not the best idea, since the Gala pretty much only paid for itself.
 - (1) Scott: It could be an opportunity to do something very different with it. Such as a Dance Marathon, where people can donate money over time. Different ensembles can be sponsored by donors, as well.
 - iv) Matthew: I feel there's a lot of momentum for a gala, but we don't want to end it necessarily.



Meeting of the Board of Directors

6/14/2021

- (1) Jonathan: Yes, the intention was to have an annual fundraiser. Though in the past two years, we haven't seen much financial gain from it, so we may need to rethink how we approach it.
- v) George: I normally would want to tweak with how we approach the gala next year, but we have a large liability coming up with the conference.
- vi) Patrice: It would still be great to have some kind of 25-Year celebration.
- vii) Westley: My issue with the Gala as a member is that it's not an event for the members, but it's an event for outside donors. I would love if we were able to celebrate together, but the price of a Gala ticket does not make it very accessible to members. Most of our membership do not attend the gala.
 - (a) Brandon: What you're describing sounds like the Members Meeting, but you're exactly right.
- viii) Adam: I think we had a line-item in our Bylaws that we could not have tiered pricing. Did we get rid of that?
 - (1) Aimee: We should double-check that.
- ix) Patrice: You're right, Westley, we should definitely not exclude our membership, though it is important to secure those donors.
- x) Jonathan: If we could have a working group to start brainstorming, that would be great.
 - (1) Brandon: I do have a subcommittee for the anniversary party, though we haven't met yet. I think they signed on more for activities and to run the show, though it would be nice to include other folks.

7) New business

a) Instrument rental/sharing, necessary purchases (Jonathan)

- i) Jonathan: This came up this past week, where we have two gigs: Latin Band and Saxophone Ensemble. They're performing back-to-back, and we have only one bari sax to use between two different players in the ensembles. During COVID, we've had a policy about not sharing instruments, but what do we think about starting a policy surrounding a cleaning period, a cleaning stipend, or otherwise a more formal instrument rental policy?
 - (1) Scott: What would be an adequate cleaning period?
 - (2) Aimee: For most instruments, if you put it outside in the sun, it takes no more than an hour for bacteria/viruses to die off from the surfaces. It's a bit longer without sunlight, but a 3-Day period would be good.
 - (3) Westley: There is both the mouthpiece/reed and the air that goes in the instrument--any bacteria/viruses that go into the instrument could still come out of the instrument after 3 days.
-



Meeting of the Board of Directors

6/14/2021

- (4) Aimee: Yeah, there would still need to be a wash-out period. The “ick” factor is likely more of a thing than the actual risk.
- (5) Scott: Do we want to in general establish a policy that the instrument should be cleaned after use, and everyone should have their own mouthpiece/reed?
- (6) Westley: we could also ask members to provide their own swab and other instrument accessories as well.
 - (a) Brandon: One issue with that is members who do not have access to those accessories.
- (7) Matthew: How often does this happen where there’s overlap?
 - (a) Scott: This is the first time something like this has happened.
- (8) Matthew: What about renting a second saxophone?
 - (a) Brandon & Aimee: We tried, it’s a 3 month minimum.
 - (b) Aimee: For more specialized instruments that fewer people play, band & orchestra shops don’t keep them in stock, so they contract them out to this company that requires a credit check and a background check. It’s also more expensive.
 - (c) Jonathan: If there are specialty instruments that we need extra of, it would be good to have a list of those.
- (9) Scott: If we are in the position to do so, we could buy a new baritone sax. The one that we could find is \$6,500, which is the jazz budget.
 - (a) Kyle: Symphonic could also use a baritone sax.
 - (b) Scott: If we buy another sax, from the 2020-2021 jazz budget, we could pull the music allotted for sheet music, use the funds from this Friday’s event, then we can put it towards the jazz equipment budget for a new saxophone.
 - (c) Jonathan: If it’s an instrument that’s going to be used between different bands..
 - (d) Scott: This will also free up the other baritone saxophone as well.
 - (e) Brandon: I think things that are purchased for the organization should be used by anyone in the organization, so I feel that the entirety of the jazz budget shouldn’t be used in this case.
 - (f) Ross: Would that mean that the jazz orchestra gets priority of using the new saxophone?
 - (i) Scott: no, and it could be housed here at Center on Halsted.
 - (g) Adam: I’m looking at the cash on hand, and we are towards the end of COVID, and we have some money in the bank at this point. I feel we have the money to spend.
 - (h) Westley: It’s also Pride Month, and we are a nonprofit, so we can contact the organization to see if we may get a better deal.
 - (i) Scott: We could drop down the price if we get a used one, but we wouldn’t really know what we were getting.



Meeting of the Board of Directors

6/14/2021

- (j) Jonathan: I'd say if it's something that will be used across different ensembles, I'm okay with spending the money to get a new one.
- (k) Matthew: I'd be interested in seeing a formal proposal for the instrument, though I don't care how we pay for it. Just to see something in writing with price options, etc.
- (l) Jonathan: Kyle, Maxxie, and Steven, if y'all have any large specialty instruments, let's collaborate to see what needs to be prioritized in the coming months.
- (10) Brandon: I think we also discussed- what does this rental actually look like? How do we formalize the process & keep track of the people who have the instrument? What if the instrument gets damaged? These are just some things to keep in mind.
- b) Season planning (Jonathan)
 - i) Concert Information (dates, titles, themes, descriptions, etc)
 - (1) Jonathan: Get your information to Adam (and add it to the calendar) so that marketing can begin.
 - ii) Informationals/Swag for late-season Pride Parade (Robb)
 - (1) Adam: We were discussing how to reach new people. We have an interesting situation where the Pride Parade coincides with our fall concert seasons, so we were wondering if we can give away swag or otherwise promote the fall concert season during the parade.
 - (a) Aimee: There are really tight rules about that.
 - (b) Jonathan: Stephen would have more information about that as well.
 - (c) Adam: It could wait until next month.
 - (d) Jonathan: You can send him an email.
 - (e) Adam: Will do!
 - iii) Chamber Ensemble preview at Primary Ensemble Event (Robb)
 - (1) Abdo: There were talks about the theme/style of chamber groups-- some go better together than others. We thought about grouping the chamber ensembles according to the type of music they'd be performing: classical, jazz, or something upbeat like the 'ukulele ensemble. We could also promote other performances (such as our Symphonic or Pops concerts) at the chamber performances.
 - (a) Scott: We have kind of done this before, and it's been successful. As people are going into the event, we've had ensembles play before the actual performance as people are arriving.
 - (b) Westley: I like that idea-- though not necessarily an every time thing, it would be good to have that as a teaser for the ensemble that is playing as guests arrive. Some chamber ensemble concerts can be eclectic, and sometimes the audience may not know how to feel.
 - (c) Adam: Kyle, do you have any thoughts about bookending the symphonic band performances with the chamber ensembles?
 - (i) Kyle: I think that would be a good idea.
 - (ii) Maxxie: I agree.
 - (d) Brandon: We've also had that once with the Brass Quintet.
 - iv) Additional Woodwind & Brass Quintets (Abdo)



Meeting of the Board of Directors

6/14/2021

- (1) Abdo: I wanted to see if we were still forming additional Woodwind & Brass Quintets.
 - (2) Brandon: Yes, that's still happening.
 - c) Website (Adam)
 - i) What committee does the website fall under? Who's responsible for its content and upkeep?
 - (1) George: It has previously been Melissa, so it can fall under the chair.
 - (2) Jonathan: I would say that because the website is outward facing, that falls under marketing.
 - ii) Who are the point people for adding new events to the website calendar once the event form has been filled out?
 - (1) Adam: There's a workflow after the calendar form is filled out, though something is happening where we are not being notified when the form is filled out. Who all needs to know when an event is scheduled?
 - (a) Jonathan: The ADs, and Brandon, so that we can minimize event overlapping. The Chair and Vice Chair should know as well.
 - d) Do we write our City of Chicago elected officials encouraging the passage of one of the police reform initiatives? (Adam)
 - i) Adam: Patrice made a good point a year ago, when we wrote our alderpeople regarding the steps they're taking to curb police violence, that we should not make this a one-time thing. There are two police reform proposals, though I have not yet reviewed them-- should we look into reaching out to those same people about these reforms?
 - (1) Matthew: Would that be considered "too political" re: our nonprofit status?
 - (2) Adam: We just can't advocate for or against a certain candidate.
 - (3) Patrice: We just have to be very careful with how we word it. It's something that we can do that upholds our values.
 - (4) Brandon: It's also incumbent upon us to represent our members, particularly during Pride Month.
 - (5) Ross: It does require a lot of research to say which proposal to go with.
 - (6) Jonathan: I think, regarding next steps, while we have signed onto the letter regarding transformational change and other letters in support of social justice, this is a continuation of that.
 - (7) Patrice: With the same amount of time and energy we took crafting our DEI statement, it's something we can do.
 - (8) Ross: I think this would also be a good discussion for the Board Retreat.
 - (9) Jonathan: Let's figure out the timeline for this legislative session in the city.
 - (10) Patrice: Adam, do you have a link to these proposals?
 - (11) Adam: It was brought to my attention by Robert, so I'll find that.
 - (12) Patrice: This would be aligning with our mission statement that we created as well.
 - (13) Jonathan: Adam, so if you could send those along, we can discuss it in the coming weeks.
 - e) Does anybody want to do event tabling in the 2021-2022 season? (Adam)
 - i) Jonathan: Does anyone want to do event tabling?
 - ii) Matthew: What does that entail?
-

- iii) Adam: We've done tabling at Marketdays and other events in the past, but they've taken place in the Northside/Lakeview neighborhood. Does anyone want to find events in other areas, research them, pay the registration dues, and find volunteers?
 - (1) Scott: There is indeed some success in these events, but they are hard to put together.
 - (2) Brandon: It did get us a Board Chair (Bradley Fritz), but I agree they're difficult to organize.
 - (3) George: We do get a lot of money at the beer booths, but since we have to pay to be a part of the other events, I find it may be a waste of time.
 - (4) Westley: I'd be interested in volunteering, but the question is where.
 - (5) Jonathan: There's all kinds of festivals across Chicago.
 - (6) Adam: Looking at the city guides and Chicago websites would be a good place to start.
 - (7) Jonathan: Would there be any interest in putting together a list of events that would be suitable for us?
 - (a) Emily: I can put together a list of potential events, and I'd be interested in organizing tabling at those events as well.
 - (b) Brandon: You should also reach out to David Hendrickson, who was very interested in tabling on the South Side.
 - **ACTION ITEM: Emily will put together a list of potential Chicagoland festivals/events at which Lakeside Pride can have an informational booth.**
 - f) Accessibility Post-Covid (Aimee)
 - i) Tabled until next meeting.
 - g) DEI work (Jonathan)
 - i) Jonathan: Our subcommittee is continuing to meet regularly. We are working to get a new training program for the Board & membership in the coming months. We are hoping to do a board training before the end of summer before we go into the full season. We are searching for new vendors, and Patrice is spearheading that effort. We are putting together questions and items that we'd like to address during the training.
 - (1) Patrice: Yes, I want to be clear with what y'all want to get out of the training. I want y'all to participate and to be involved. What will that take-- what will that look like for you? The DEI committee will do our best to accommodate y'all's suggestions.
 - (2) Jonathan: Keep an eye out for a questionnaire in the coming days regarding the training.
 - ii) Jonathan: Our organization/board have a lot of opportunity to do work in the field of DEI. I encourage you all to attend the Book Clubs put on by Rhonda and Diana.
 - (1) Brandon: The Racial Justice Book Club is also happening in person this week at my place. So let me know, and we'd love to have you!
 - (2) Adam: The articles that Diana puts together are also very easy to read.
 - (3) Patrice: Yes, that was part of the intention of putting that together.
 - h) Inventory management (Ross)
 - i) Ross: Regarding asset Management, we have a few items we'd like to accomplish, including asset tags on all of our assets, as well as a database to track our assets. We've narrowed down the inventory database to AssetTiger. Feel free to check that out. We are
-



Meeting of the Board of Directors

6/14/2021

looking at the heavy-duty aluminum asset tags that will have a QR code that will go to a web page on lakesidepride.org. We will spend a little bit more money for a full-color tag with our logo.

- (1) Scott: How granular are you getting with the tagging (i.e. bins of stuff vs. every individual drum stick)?
- (2) Ross: We'd start with the big items, and maybe next year we can get more granular.
- (3) Adam: Is there a place on the tag that lists where to send instruments, such as the snare drum that appeared at a vintage shop?
- (4) Ross: Yes, that's something we plan to include.
- (5) Patrice: Is that something that will work offline?
- (6) Ross: Unfortunately not, so it may be an issue to get cell service in the storage unit.
- (7) Patrice: How does the hand-off work?
 - (a) Ross: It is all through an app, so anyone would be able to scan the item with an app.
 - (b) Patrice: So would everyone have access to the storage unit?
 - (c) Ross: No, I don't propose changing the access anyone has to the storage unit. It's more for record-keeping.
 - (d) Patrice: So if someone needs to borrow something, one of us could bring it to the person at rehearsal or something?
 - (e) Ross: Yes. There will be someone that has to manage the software.
 - (f) Jonathan: Who do you envision doing that?
 - (g) Ross: The Operations Team. I'm pretty familiar with the software now.
 - (h) Brandon: Him and Eric Rosecrants have done an excellent job on this. What are you hoping for in terms of timing, voting, etc?
- (8) Ross: So we would need to purchase the labels and the plan for the database-- that would be the next step.
- (9) Scott: I think this is well thought out. Regarding instances where things go missing, what sort of problems do you think this would solve? Would this system capture it?
 - (a) Ross: The one thing it solves is that it does create a paper trail where you can trace things back.
 - (b) Scott: Does it do sort of geo-tagging?
 - (c) Ross: It does not. I can see if it does, but I don't know that it does.
 - (d) Scott: Does it log the location of where it was checked-in and where it's going?
 - (i) Ross: Yes. It will be good to have that paper trail.
- i) Photography in marketing disclaimer (Robb)
 - i) Westley: We can discuss this next time, but this would be a more explicit photography consent form that would go to the membership.
- j) Month Ahead Review (standing item)
 - i) Adam: Thursdays - Brass Quintet rehearsals
 - (1) Friday, June 18 - Latin Band performance
 - (2) Saturday, June 19 - Private Wedding Performance
 - (3) Saturday, June 26 - WCPA Concert



Meeting of the Board of Directors

6/14/2021

(4) Monday, July 12 - Next Board meeting

k) Kudos (standing item)

i) Jonathan: I'd like to give kudos to the Spring Spectacular team, y'all put on a really great virtual concert.

(1) Aimee: I'll second that!

ii) Adam: Kudos to the marketing and PR teams for meeting this past week

iii) Brandon: Kudos to Ross and Eric as y'all work on the asset management stuff.

iv) Jonathan: Kudos to Maxxie for an excellent premiere of the Pops Ensemble. Kudos also to the officers (in advance) as Aimee and I meet with y'all in the coming weeks.

v) Kyle: Kudos to you, Jonathan!

8) Adjourn, 9:06 PM

➤ ***Motion to adjourn the June 2021 Board meeting: Jonathan.***

➤ ***Seconded: Patrice. All others aye.***

➤ ***Motion unanimously carries.***



Meeting of the Board of Directors

6/14/2021

9) Reports

Chair Report (Jonathan Alvares)

Happy Month 2 everyone!

Board Check-ins

LGBA

- Continuing logistics around venue contracts and booking talent
- Volunteer opportunities are abundant
- Houston!

DEI Subcommittee

- BIPOC Affinity Group meeting on 6/21
- Working to lock down training vendor
- Ongoing history project for 2022 launch

Vice Chair Report (Aimee Faller)

-Updated bank accounts with Jonathan and Melissa.

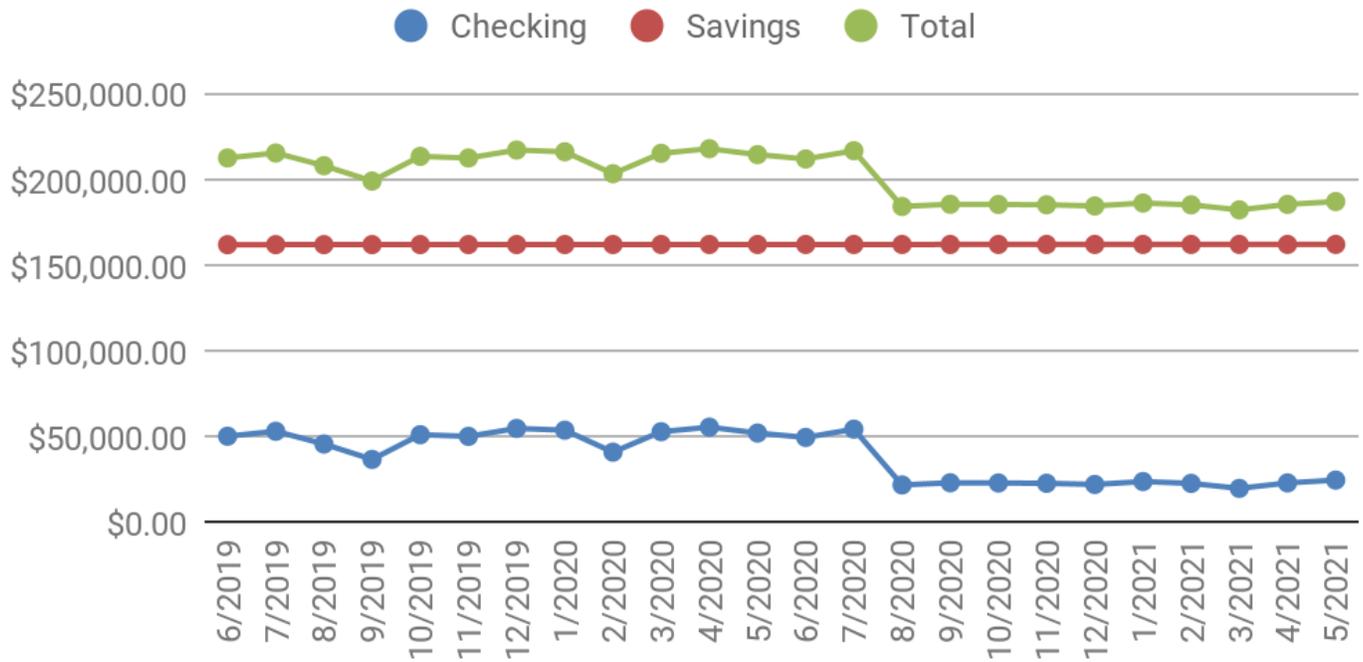
-Worked with the Spring Spectacular production team on our spring virtual concert, which will have aired by the time this meeting occurs.

Treasurer Report (George Matthews)

(begins on the following page)

Chase	Current Month (5/2021)	Previous Month (4/2021)	Monthly Change \$	Year Over Year (5/2020)	Year Over Year Change \$	Fiscal Year Start (9/1/2020)	Fiscal Year to Date Change \$
Checking	\$25,027.96	\$23,379.03	\$1,648.93	\$52,485.83	-\$27,457.87	\$22,208.25	\$2,819.71
Savings	\$162,639.38	\$162,636.92	\$2.46	\$162,606.20	\$33.18	\$162,615.68	\$23.70
Total	\$187,667.34	\$186,015.95	\$1,651.39	\$215,092.03	-\$27,424.69	\$184,823.93	\$2,843.41

24-Month Rolling Cash-on-Hand



- A great month for Facebook donations - in excess of \$2,000 received
- ACB licence updated
- Insurance renewed (will appear as a June expense)
- Sales Tax Exemption renewal filed with the IL Exemption Office

Budget Variance

Lakeside Pride Music Ensembles, Inc. For the month ended 31 May 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%	150	2,500	(2,350)▼	-94.0%▼
Contributions - Foundations	-	-	-	0.0%	100	2,500	(2,400)▼	-96.0%▼
Contributions - Grants	-	-	-	0.0%	-	10,000	(10,000)▼	-100.0%▼
Contributions - Individual	2,666	-	2,666▲	0.0%	8,782	16,500	(7,718)▼	-46.8%▼
General Fundraising	-	-	-	0.0%	-	5,000	(5,000)▼	-100.0%▼
General Performance Fees	-	-	-	0.0%	30	-	30▲	0.0%
Interest Earned	-	-	-	0.0%	21	50	(29)▼	-57.5%▼
LGBA Revenue	-	-	-	0.0%	2,000	100,000	(98,000)▼	-98.0%▼
Membership Dues - Regular	9	-	9▲	0.0%	1,919	29,000	(27,081)▼	-93.4%▼
Merchandise Sales	-	-	-	0.0%	-	100	(100)▼	-100.0%▼
Misc Production Revenue - Gala	-	-	-	0.0%	367	5,000	(4,633)▼	-92.7%▼
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%	2,553	4,250	(1,697)▼	-39.9%▼
Ticket Sales - Symphonic Band 2	-	-	-	0.0%	-	4,250	(4,250)▼	-100.0%▼
Total Revenue	2,676	-	2,676	0.0%	15,922	261,000	(245,078)	-93.9%
Gross Profit	2,676	-	2,676	0.0%	15,922	261,000	(245,078)	-94.0%
Operating Income / (Loss)	2,676	-	2,676	0.0%	15,922	261,000	(245,078)	-94.0%
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%	17	(500)	517▲	103.4%▲

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	(290)	-	(290)▼	0.0%	(290)	(500)	210▲	42.0%▲
Food & Beverage - Gala	-	-	-	0.0%	-	(15,000)	15,000▲	100.0%▲
Food & Beverage - Marching Band	-	-	-	0.0%	-	(275)	275▲	100.0%▲
Information Technology	(91)	-	(91)▼	0.0%	(1,264)	(2,000)	736▲	36.8%▲
Insurance	-	-	-	0.0%	-	(6,500)	6,500▲	100.0%▲
LGBA Expenses	-	-	-	0.0%	(2,527)	(100,000)	97,473▲	97.5%▲
Marketing Budget	(86)	-	(86)▼	0.0%	(1,864)	(13,000)	11,136▲	85.7%▲
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	(60)	-	(60)▼	0.0%	(60)	(2,500)	2,440▲	97.6%▲

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	(500)	-	(500)▼	0.0%	(4,743)	(36,500)	31,757▲	87.0%▲
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%	(2,105)	(3,000)	895▲	29.8%▲
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	(1,027)	-	(1,027)	0.0%	(13,081)	(258,250)	245,169	94.9%
Net Income / (Loss) before Tax	1,649	-	1,649	0.0%	2,841	2,750	91	3.0%
Net Income	1,649	-	1,649	0.0%	2,841	2,750	91	3.0%
Total Comprehensive Income	1,649	-	1,649	0.0%	2,841	2,750	91	3.0%



Meeting of the Board of Directors

6/14/2021

Secretary Report (Emily Dodd)

No Report

Member Resources Report (Patrice Mustaaftaa)

Finances & Membership Information

	June 2021	June 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	256	254	235	274	250-300	300-325	250-300
Member-ship Forms	140	242	235	274			
Dues	\$2,165	\$20,510	\$20,510	\$23,340	\$6,930 / \$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		
#			#	%	Metric	#	%	Metric
# of	01 Flute	28	140	54.7%	Forms Submitted	197	77.0%	Veterans
# of	02 Double Reed	10	116	45.3%	Forms Remaining	59	23.0%	Rookies
# of	03 Clarinet	44	93	36.3%	Donations Finished/Waived	47	18.4%	RegFullYear
# of	04 Low Clarinet	9	45	17.6%	Donations In Progress (C/C)	6	2.3%	StuFullYear
# of	05 Saxophone	28	138	53.9%	Donations Given/Started	2	0.8%	SenFullYear
# of	06 Trumpet	30	118	46.1%	Donations Not Given/Unstarted	3	1.2%	RegHalfYear
# of	07 Horn	17	20000	100.0%	Total Dues Budgeted	4	1.6%	StuHalfYear
# of	08 Trombone	25	2165	10.8%	Total Accrued	0	0.0%	SenHalfYear
# of	09 Euphonium	6	6930	34.7%	Approx Expected Accrual	3	1.2%	Summer
# of	10 Tuba	12	1	0.4%	Artistic Director (AD)	70	27.3%	Waiver
# of	11 Percussion	18	0	0.0%	Cash/Check (C/C)	121	47.3%	Other
# of	12 Vocalist	10	188	75.5%	PayPal (PP) (or Stripe)			
# of	13 Rhythm	6	0	0.0%	PayPal Payment Plan (PPPP)	32	8.6%	Jazz
# of	14 Ukulele	7	60	24.1%	Waiver	57	15.4%	Marching
# of	15 Auxiliary	3	188	75.5%	Paid Full Amount	187	50.4%	Symphonic
# of	16 Piano	3				95	25.6%	Chamber
# of	Total	256				55	14.0%	Pops



Meeting of the Board of Directors

6/14/2021

Member Resources Notes

- Meeting weekly with Member Resources Team (Robb, Jamie and myself) to set up norms and establish ideas for the upcoming season. As well as transitioning after my departure.

Development Report (Matthew Toland)

No Report

PR Report (Abdo Timejardine-Zomeño)

- I've been working closely with Adam and the Marketing committee to come up with a game plan for how we relaunch our season. We had a meeting on Wednesday to bounce ideas, and we have some volunteers interested in things like poster designs, writing, photography, web design, and other things that could occur down the road.
- Press release for the spring spectacular went out earlier today, just waiting to see if anyone reaches out with questions or if there's publications.
- Also was contacted by William from WCPA about the theatre release from our collaboration. I'm unsure currently of where we should post/share that information but if that's being discussed somewhere I'm glad to work with it.

Marketing Report (Adam Lang)

- An inquiry was sent about returning a drum that showed up at a used instrument store; unclear if we've gotten it back
- Marketing and PR committees met to plan the season; it happened between submitting this report and the meeting so its outcomes can't be summarized in the report
- By the time this report is read, social media and email blast will have supported the Spring Spectacular! performance
- Social media and email is on deck to support the WCPA performance
- Starting to plan a Return to Band push

Operations Report (Brandon Strawn)

Ongoing Tasks:

- Coordinating reopening with Artistic Directors and Chamber Ensembles
-



Meeting of the Board of Directors

6/14/2021

-
- Membership forms, rehearsal locations/times/days, other ensemble-specific information
 - Updating various official Google forms: book us, COVID contact tracking, coordination with calendar, social media, and newsletter
 - Creating/implementing inventory tracking system

Chamber Ensembles Report (Brandon Strawn)

See Operations Report above.

Symphonic Band Report (Kyle Rhoades)

- No response yet from LVHS regarding rehearsal 6/13
- If we don't hear back this week, I'm going to push back the first rehearsal to 6/27 and we'll just do 3 rehearsals and a "concert" on 7/25. (I've got an NCB concert on 6/20 and I want to make sure Maxxie and I are both there whenever this starts...plus it would be a good idea to have at least a week between making this public and having a first rehearsal.)
- I'm planning to see just how many folks actually sign up for these outdoor rehearsals to drive my programming for fall...no use in planning for an entire grandiose fall and spring if we only get 4 people.
- Just FYI: NCB board voted last week to proceed with indoor rehearsals in September, but participating members MUST be vaccinated. This is ultimately up to the LPME board to decide how to go forward.

Pops Ensemble Report (Manic Maxxie)

- Our recording for the Spring Spectacular was a lot of fun — I think we are off to a good start!
- Here are the dates I am thinking for this season:

Concert 1

First rehearsal: Thursday, October 28, 2021

No rehearsal: Thursday, November 25, 2021 (Thanksgiving)

No rehearsal: Thursday, December 23, 2021 (Holidays)

No rehearsal: Thursday, December 30, 2021 (Holidays)

Dress: Thursday, February 3, 2022 7-9pm

Concert: Saturday, February 5, 2022 7pm



Meeting of the Board of Directors

6/14/2021

Concert 2

First rehearsal: Thursday, March 10, 2021

Dress: Thursday, May 26, 2022 7pm

Concert: Saturday, May 28, 2022 7pm

I've sent this to Patrick Benson at VCM already.

- Concert 2 would be during the Pride Bands Alliance - I think that would be totally appropriate but I've not yet been a part of any of the planning discussions. What do we think?
- I'd like to go ahead and explore using the Logan Center for these concert dates (I was told this was discussed as a possible venue before I accepted the position).

Jazz Ensembles Report (Scott Malinowski)

No Report

Marching Band Report (Stephen Carey)

- Reviewing summer/fall rehearsal and performance schedule
- Finalizing music selections with input from Travis
- Reviewing inventory and logistics for upcoming season
- Planning, Planning, Planning for Pride Bands Alliance conference