

CCB Board Meeting – August 8, 2005 Minutes

- I. Meeting was called to order at 9:25 pm. In attendance were: Jodi Shochet, Mike Blackman, Suzanne Hassell, Riley McDonald, Jeanette Donald, Scott Lipcon, Beth Jubinski, Len Morse
- II. President
 - a. Jazz Band has concerns about noisy CCB setup. The board has agreed upon the following procedure:
 - i. 7:15 - The set-up crew will roll the racks of chairs and stands around to the outside of the door nearest the trombone section.
 - ii. 7:20 - The set-up crew will quietly wheel the stands and chairs into the Band Room and situate them in spots that will make setting up as efficient as possible. Percussionists will quietly set up the large instruments that are already in the room.
 - iii. 7:25 - Jazz Band rehearsal ends. All members of the CCB who are not also in the Jazz Band will enter the Band Room, and set up for rehearsal.
 - b. [E-mail] Parvis (Community services with HCPSS) reports that the paper work to request A/C was not filed with him. We do not know what happened to the paperwork, but Jodi went down to his office and filled out the paperwork again and gave it directly to him. The request is for A/C from 7/18th at this point until 8/29/05.
 - c. [E-mail] With regard to cost and zoning of A/C - it is not as wonderful as we thought it might be when we moved from middle school to high school. Parvis reports that there are zones - the auditorium, the cafeteria, and the classrooms. The band room is lumped in with the classrooms so at the least we are cooling one half of the building. He said that he will probably charge us for 1/2 of the total bldg cost.

III. Treasurer

- a. Treasurer's report was not available at the meeting, but Beth sent the following in an email:

Treasurer's Report
Columbia Concert and Jazz Band
June 6 to August 8, 2005

Income:

Howard County Community College Graduation	\$700.00
Jazz Band CD Donation	\$120.00
Advertisement for Concert Program	\$100.00
Jazz Band – Belvedere Square	\$150.00
Columbia Foundation Grant 3 rd Quarter	\$500.00
TOTAL	\$1570.00

Expense:

Michael Blackman – CCB Band Music	\$301.74
Matt Williams – Web Site	\$46.00
John Farrell – Piano Tuning – Columbia Jazz Band	\$110.00
Howard County Public Schools – 12/12/04 – Concert @ River Hill	\$306.80
Howard County Public Schools – Rental – 9/13/04 to 12/12/04	\$153.00
Music and Arts – CCB Band Music (Chorus Line and Harry Party)	\$70.50
Jenn Donald – Programs for concert 5/15	\$78.32
TOTAL	\$1066.36

- b. Sue will forward the excel list of members for Beth to use for dues recording.
- c. Dues are as follows: Individual Band member \$60, Family Rate: \$100, Jazz Band only \$30, and HCC students pay through their college tuition.
- d. Beth will announce during band rehearsals regarding the collection of dues.
- e. [E-mail] Jodi put more names on the Post Office form including herself, Len, Beth, Tanya, Mike, Roger, Maurice and others. She wanted the post office to know that it doesn't matter the name, if it has the P.O. Box on the address, we get the mail. Jodi also has purchased a second key for the box. She will keep one and Tanya will have one since she lives close to the Post Office and has volunteered to be our official mail box checker.

- IV. Vice President
 - a. Storage Places – Scott and Len continue to look into a storage facility for the equipment trailer. Important concerns are hours of access and parking. Climate controlled facilities will likely be expensive.
 - b. It was recommended that the Howard County Arts Center or the Columbia Association may be able to help.

- V. Conductor
 - a. Publicity in the public school system is restricted. However, we may be able to use HCC to publicize concerts. Kid Street News could be another avenue for publicity to students.
 - b. Mike received an e-mail invitation to join (free) Idealist.org, a non-profit support website. The sender suggested that we could make use of their online events management system to promote events and track the number of people interested in attending. Sue will look into the Idealist.org website for information on membership and event management.

- VI. Reports from other officers/committees
 - a. Grants – The Maryland State Arts Council has two different grants that we could apply for. One is a general operating grant with a deadline of the end of September and one is an event grant with a deadline of September 21st, which could give us up to \$1000 towards a special event, equipment or a location. Jeanette can attend a meeting in early September to find out more information.
 - b. Equipment – the board should look into the cost of an insurance rider for the trailer as well as the equipment. Trailer's worth would fall into the \$1500-\$2000 range, Equipment would be ~\$10,000.

- VII. New Business
 - a. [E-mail] Jodi submitted forms for the concerts. According to Chuck Parvis, we could have/should have submitted these dates by June 1st. The chances that we will have a problem are slim, in that he looked on his computer and he believes that the only conflict would be with the church group who uses the building on Sunday. He says that they usually have it on Sundays until 1:15 or 1:30. Jodi requested 1:15 - 5:15, and if we get bumped to 1:30 it won't be a crisis.
 - b. [E-mail] It is better to submit early for concerts, especially when approaching summer so that the appropriate folks can sign off before they leave for vacation. Because we are "late" submitting these, we may have to wait until the end of August for approval. If this is true, then we can decide on concert dates earlier (maybe even file the paperwork a year in advance since we have the 3 standard performances) and be in time for the deadlines for the publications that we have been missing. Jodi can submit use of building forms early and they will be stored and then reviewed at designated times, but it is first come, first serve.

- VIII. Next Meeting will be held Monday, September 12, 2005. Meeting adjourned at 10:05 pm.