

- I. Meeting was called to order at 9:28 pm. In attendance were the following board members: Jodi Shochet, Mike Blackman, Suzanne Hassell, Scott Lipcon, Jeanette Donald, Len Morse, Jenn Ambrosiano, Beth Jubinski, Melinda Frisch and Riley McDonald.
- II. President
 - a. Welcome to Melinda Frisch as our new board member from the 7/24/06 election.
 - b. Current board members will continue to hold their current positions.
 - c. Thank you to Jenn for accepting the position of fundraising chair.
 - d. Thank you to Tanya for hosting our evening board meeting on 7/13/06.
 - e. Tanya, Jenn, Jodi, and Mike met with the Howard County Artistic Review Panel on 7/19/06.
- III. Conductor
 - a. Concert dates are not yet approved. There is a new scheduling person. Mike will make inquiries.
 - b. We will need the request form for winter heating.
 - c. Columbia Orchestra will be using the rehearsal room at HCC on Monday nights so it will not be available to us.
- IV. Treasurer
 - a. Treasurer's monthly report is attached.
 - b. Mike has ordered 6 charts at \$75.80 each.
 - c. We will receive \$300 for Lakefront gig with payment by the end of the week.
 - d. Payment for Lake Elkhorn gig will be held at the main booth.
 - e. Membership renewals are due September 1st.
- V. Reports from other officers/committees and review of the working committees from the 7/13/06 meeting
 - a. Fundraising
 - i. Sponsorships were discussed. These would be at the individual or corporate levels.
 - ii. An Advertising book option was discussed. Individuals or companies could place ads in as many as 3 concert books (children's, winter, and spring). The idea of an ad in the band newsletter was discussed, but there would be concerns with file size.
 - b. Welcome Packet for prospective/new members
 - i. Information was gleaned from the Band By-laws, Constitution, and Procedures that would be most important for new members to know.
 - ii. Mike compiled the information for Jenn to layout and design. The final document could be saved into PDF format to send to prospective members. Copy could be placed on the band website.
 - c. Budget 2007
 - i. We will begin the new fiscal year with a zero register and a rollover of funds from last year.
 - ii. Jeanette reviewed the budget tracking sheet for the past fiscal year.
 - iii. It was proposed that we approve the budget as is. It can be adjusted with actual numbers as the new fiscal year progresses.
 - d. Grant
 - i. HCAC grant contained 14 files for information. Our grant was approved for \$2760; it was defended before the Panel by Tanya, Jodi, Jenn, and Mike.
 - ii. Columbia Foundation grant will be submitted as an operational grant. This grant must be filed again within 3 years to be eligible for funding. Maryland State Arts Council grant application will also be submitted.
 - iii. Budget tracking and 2007 Budget sheets are attached.
 - e. Publicity – Committee will begin preparations for fall and winter concert publicity.
- VI. Our Next Board Meeting will be September 11, 2006. Meeting was adjourned at 10:00pm.
- VII. Ongoing list of items for our next long board meeting in no particular order:
 - a. Article XXX Musical Direction (has guest conductor/assistant conductor issues within)
 - b. ✓ Welcome packet for new members – worked on at the 7/13/06 meeting
 - c. ✓ Publicity email list – we have a fan email list for the newsletter
 - d. ✓ Ads in programs – this will be part of the fundraising committee discussion.
 - e. ✓ Fundraising – we need to cover some of our new expenses – Jenn Ambrosiano is committee chair.
 - f. Band Trip
 - g. Small ensembles
 - h. ✓ Storage for Trailer – Chet hasn't asked us to move it yet.
 - i. ✓ Insurance for trailer and equipment – we need to buy this – Scott will contact the insurance company.
 - j. Dues cap issue

Cash Flow

7/1/06 Through 8/14/06

8/14/06

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Category Description	7/1/06- 8/14/06
INFLOWS	
Donations	
CJB	
CDs	70.00
TOTAL CJB	<u>70.00</u>
TOTAL Donations	<u>70.00</u>
Performance Fees	
CJB	500.00
TOTAL Performance Fees	<u>500.00</u>
TOTAL INFLOWS	<u>570.00</u>
OUTFLOWS	
Misc-Miscellaneous	
Clothing	
CCB Shirts	-30.00
TOTAL Clothing	<u>-30.00</u>
TOTAL Misc-Miscellaneous	<u>-30.00</u>
Music	
CJB	556.00
TOTAL Music	<u>556.00</u>
Space Rental	
Concert	568.85
Rehearsal	1,564.50
TOTAL Space Rental	<u>2,133.35</u>
TOTAL OUTFLOWS	<u>2,659.35</u>
OVERALL TOTAL	<u>-2,089.35</u>

Salaries Artistic			subtotals
	CCB	\$5,500.00	
	CJB	\$4,000.00	
			\$9,500.00
Space (Rent and Utilities)			
	Rehearsal Space	\$4,100.00	
	Concert Space	\$2,000.00	
	Storage Space Rental	\$2,500.00	
			\$8,600.00
Marketing/Promotion			
	CCB - marketing	\$ 300.00	
	CJB - marketing	\$ 100.00	
	Domain Rental (5 years)		
	CCB - website	\$ 160.00	
	CJB - website	\$ 160.00	
			\$ 720.00
Printing and Postage			
	P.O. Box Rental	\$ 80.00	
Program Materials			
	CCB - programs	\$ 300.00	
	CJB - programs	\$ 100.00	
	CCB - music	\$ 1,000.00	
	CJB -music	\$ 1,500.00	
			\$ 2,900.00
Office Supplies			
	Office Supplies	\$ 100.00	
Insurance			
	Liability Insurance	\$ 500.00	
	Property Insurance	\$ 500.00	
Other			
	Assoc of Concert Bands	\$ 258.00	
	License Fee	\$ 25.50	
	CD Production CJB		
	Misc Performance expenses	\$ 100.00	
	Community Band Day		
			\$ 383.50
Capital			
	Shirts		
	CCB - equipment	\$ 300.00	
	CJB - equipment	\$ 300.00	
	Repairs	\$ 300.00	
Total Budget		\$24,183.50	
Revenue REVISED	Estimates FY07		
Performance Fees			
CCB	\$	800.00	
CJB	\$	10,000.00	

Membership Dues

CCB	\$	4,500.00
CJB	\$	350.00

Donations

CCB	\$	850.00
CJB	\$	175.00

Foundation Grants

Columbia Foundation	\$	1,500.00	(Jan to Dec income - so tl
HCAC	\$	2,760.00	
Maryland State Arts Council	\$	1,000.00	

Interest on Accounts	\$	20.00
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Roll Over FY06

Total	\$	20,455.00
pending grants	\$	1,500.00
Grand Total	\$	21,955.00

CCB FY06
Budget Tracking Sheet

Expenses	Budget 06	Sep-05	Oct-05	Nov-05	Dec-05	Jan-06	Feb-06	Mar-06	Apr-06	May-06	Jun-06	Total Spent	Total Remaining	**Rollover - paid in July
Salaries														
CCB	\$ 4,125.00	\$1,375.00	\$0.00	\$0.00	\$1,375.00	\$0.00	\$0.00	\$1,375.00	\$0.00	\$0.00	\$1,375.00	\$5,500.00	-\$1,375.00	
CJB	\$ 3,375.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$4,000.00	-\$625.00	
Insurance														
	\$ -													
Space Rental														
Rehearsal Space	\$ 4,100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$11.50	\$2,591.50	\$0.00	\$276.00	\$2,879.00	\$1,221.00	\$1,598.55
Concert Space	\$ 900.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$534.80	\$534.80	\$365.20	\$534.80
Website														
Domain Rental (5 years)	\$ 70.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$70.00	
CCB	\$ 120.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$120.00	
CJB	\$ 120.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$41.18	\$0.00	\$0.00	\$28.39	\$69.57	\$50.43	
Professional Memberships														
Assoc of Concert Bands	\$ 250.00	\$0.00	\$0.00	\$0.00	\$0.00	\$258.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$258.00	-\$8.00	
Trailer														
License Fee	\$ 25.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25.50	\$25.50	\$0.00	
Storage Space Rental	\$ 1,250.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,250.00	
Music														
CCB	\$ 1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$311.64	\$0.00	\$0.00	\$0.00	\$0.00	\$427.20	\$738.84	\$261.16	
CJB	\$ 1,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,500.00	\$556.00
Office Supplies														
	\$ 100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00	
Marketing														
CCB	\$ 300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$70.87	\$0.00	\$0.00	\$0.00	\$70.87	\$229.13	
CJB	\$ 300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$50.00	\$0.00	\$0.00	\$0.00	\$50.00	\$250.00	
Concert Programs														
CCB	\$ 300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$128.33	\$0.00	\$0.00	\$0.00	\$137.70	\$0.00	\$266.03	\$33.97	
CJB	\$ 100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00	
Equipment														
CCB	\$ 1,375.00	\$0.00	\$0.00	\$89.45	\$0.00	\$5.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$94.95	\$1,280.05	
CJB	\$ 600.00	\$0.00	\$0.00	\$0.00	\$0.00	\$168.97	\$0.00	\$79.01	\$0.00	\$0.00	\$0.00	\$247.98	\$352.02	
Repairs	\$ 350.33	\$100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00	\$250.33	
CD Production CJB														
	\$ 2,700.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00	\$2,600.00	
Misc														
Shirts	\$ 75.00	\$0.00	\$0.00	\$111.75	\$0.00	\$0.00	\$0.00	\$501.02	\$0.00	\$0.00	\$0.00	\$612.77	-\$537.77	
piano tuning	\$ 220.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$220.00	
Community Band Day	\$ 130.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$130.00	
P.O. Box Rental	\$ 76.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$80.00	\$0.00	\$0.00	\$80.00	-\$4.00	
* Parking - Not accounted for										\$83.00	\$10.00	\$93.00	-\$93.00	
Total	\$23,461.83	\$2,475.00	\$0.00	\$201.20	\$2,375.00	\$972.44	\$0.00	\$3,128.58	\$2,671.50	\$220.70	\$3,676.89	\$15,721.31	\$7,740.52	

* No specific line item for parking reimbursement. Do we need a "Misc" category for non-budgeted items?

** Rollover paid in July - HCPS bill - split between Rehearsal and Concert space rental is approximate

Printoff I had in FL for July did not print how the Splits in the check fell out. To be corrected when I return.

Did not have in-kind information with me, though didn't see where I'd enter on this sheet.