

# Minutes for the City of Sterling Municipal Band Commission

April 8, 2019

Commissioners:

Gonzalo S. Reyes – Chair

Alex Segneri – Vice Chair \*absent\*

Amy Boze – Secretary

Allen Lee – Treasurer

Kevin O’Keefe

Staff:

Annette Hackbarth – Interim Director

Cheryl Neumann – Interim Director

Paul Ausman – Band Manager

Others in Attendance:

Liz Senneff & Lindsay Guinand

**I. CALL TO ORDER**

A regular meeting of the Sterling Municipal Band Commission was held on 4/08/2019 at 6:05 p.m. in the City Council Chambers of City Hall, 212 Third Ave, Sterling, Il. 61081.

Commissioner Reyes called the meeting to order and attendance was taken showing four Commissioners were present.

**II. CONSENT ITEMS**

Commissioner O’Keefe made a motion to approve the following consent items of the agenda:

SMB Commission Meeting 3/11/2019 minutes

SMB Band Manager’s report

SMB Interim Directors’ report

Commissioner Lee seconded the motion. The motion carried unanimously.

**III. FINANCIAL REPORT**

Commissioner Lee went over the financial report for the previous month.

Personnel	Budget \$74,800.00	Actual \$52,529.16
Material and Services	Budget \$41,300.00	Actual \$37,081.34
Capital Expenses	Budget \$62,120.00	Actual \$37,631.22
Revenue	Budget \$107,120.00	Actual \$89,475.18

Commissioner Boze made a motion to accept the financial report. Commissioner O’Keefe seconded the motion which carried unanimously.

**IV. COMMENTS FROM THE PUBLIC**

No members from the public were present

**V. OLD BUSINESS**

Announcement for Annette as Director to the Band at rehearsal on 4/10/2019: Since late December, the committee met multiple times to discuss the qualities of the ideal candidate and formulate the process to find that person in the most appropriate and transparent way possible.

Our mission was to find a band director that we felt was able to develop meaningful relationships with the band and the community, build on the musical foundations established in long-standing traditions, and lead the band in positive directions for many years to come.

One of our final candidates was removed from consideration because of distance and inability to commit to our schedule.

Beyond that we considered potential burnout and longevity, commitment to the band, community awareness and relationships, leadership, conducting ability, experience, and knowledge.

The feedback from the band was fantastic. Your responses helped to validate our own concerns, highlight various strengths, and add a different and much-needed perspective.

Numerous hours were spent in discussion, personal reflection, and review of band member opinions.

After serious consideration, and with Commission approval, we have selected Annette Hackbarth as the next conductor of the Sterling Municipal Band. Annette will begin her official time as conductor at the start of the summer concert series. Thank you for your time, patience, and cooperation during this process.

**Guidelines for Social Media Promotion of Outside Musical Entertainment**

These guidelines are meant to help determine which musical events outside of the Sterling

Municipal Band will be promoted by the Band on its Facebook page and other social media outlets.

1. The event being promoted should be a musical performance of some kind within the greater Sterling area.

2. The event being promoted should be free to the public, the cost of the ticket or entry should go to a nonprofit or not-for-profit organization, or the performance should be culturally significant for the Sterling community.
3. In no way should the promotion be for a private business or venue even though the performance being promoted may be held at one.
4. Social media administrators and marketing personnel are not required to actively search for musical performances to promote. However, if a performance is brought to the attention of an administrator, or personnel, and that event meets the criteria of these guidelines, the administrator or personnel will make an effort to promote that event on one or more of the Sterling Municipal Band's social media platforms.

Commissioner O'Keefe made a motion to add the Guidelines for Social Media Promotion of Outside Musical Entertainment to the SMB Commission Policy Handbook. Commissioner Boze seconded the motion which carried unanimously.

Pouring new concrete pads at the bottom of the rear GCC steps on each side and repairing the storage room ceilings are included in the new budget.

Insurance cost has dropped which has accounted for the decrease in the 2019-2020 budget.

Job descriptions for the Director, Band Manager, and Librarian were reviewed. Each will send additions/revisions to Commissioner Lee for review at the next meeting.

We will not be using an announcer for the spring concert. Paul will announce the open position at next week's rehearsal.

Moving equipment from GCC to Centennial Auditorium will take place on 4/27/2019. The move back to GCC will be the following Saturday 5/4/2019.

Josh Duffee is all set to put on a clinic Tuesday 4/29/2019. It will focus on drum technique and the style of Louie Bellson. He will have a few door prizes to hand out to the students. Janna Groharing will provide a flyer with the concert info for the students to take home so they know when the concert is. Commissioner Reyes is still working on getting sponsors to cover the cost of bringing Mrs. Bellson. Commissioner Boze said that the Challand Music Boosters will be donating \$300 towards sponsoring Mrs. Bellson.

Paul will coordinate with Ian at Centennial moving and set up needs for rehearsals on 4/29 - 4/30 and the concert on 5/1.

Jane Foust has a clowning group that would like to volunteer to attend the Kids Konzert pre entertainment. Commissioner Reyes is following up with her.

Annette went over her plans for the Summer Season. In addition to the guest conductors already planned, she has planned a Military Appreciation Night

(celebrating area veterans and honoring Flag Day) and a Music of John Williams night. We will see if we can get the American Legion to present the colors during the National Anthem, and possibly get Cheri Bustos to do a welcome/thank you announcement.

Commissioner Boze brought up a concert idea stemming from Lance Carter's time as Director where audience members could sponsor a song to be played. This would also help to generate more revenue.

Cheryl also brought up an older idea of featuring local directors all in one concert. Each director would conduct one song.

Pre-Concert entertainment will perform from 6:20 – 7:10

Mayor Lee would like us to find out who else in the area allows people to bring in their own alcoholic beverages to public parks for special events. Commissioner Boze will present findings at the next City Council meeting. After discussing the matter of allowing the public to bring in their own alcohol to the park, the consensus thought of the Commission was to table it at this time.

Commissioner Lee went over the Summer Polo stock. Paul will find out how many new shirts we will need for new members. Annette has provided all the information from Lands End if a member wants to get their own cooler version of the polo.

The May Fundraiser letter will tie into announcing Annette as the new Director, and point out a few of the highlights of the Summer Season. Commissioner Lee will write the letter.

#### **VI. NEW BUSINESS**

Commissioner Reyes reported that May is the election time for SMB Commission officers, so please start thinking about who you would like to nominate. We will nominate and elect in May.

#### **VII. EXECUTIVE SESSION**

Commissioner O'Keefe made a motion to go into Executive Session, seconded by Commissioner Lee. The motion passed unanimously and the Commission went in to Executive Session at 6:30 p.m.

Commissioner Lee made a motion to go into Open Session, seconded by Commissioner O'Keefe. The motion passed unanimously and the Commission went in to Open Session at 7:05 p.m.

#### **VIII. HIRING OF NEW STAFF**

Commissioner O'Keefe made a motion to hire Annette Hackbarth as Director of the Sterling Municipal Band effective 5-2-2019. Commissioner Boze seconded the motion which carried unanimously.

**IX. MISCELLANEOUS**

Commissioner Reyes will be sending out an e-mail of items in the By-Laws that need to be changed.

Annette would like to hold auditions for prospective new members. SMB members who are also directors will act as judges. Paul will see if the SHS Band room is available for use on 5/18.

Commissioner Boze asked if we should have a person lined up that would take over should anything happen to our Director. We will discuss it further at the next meeting.

**X. ADJOURNMENT**

Commissioner O'Keefe made a motion to adjourn, seconded by Commissioner

Reyes. The motion passed unanimously and the meeting adjourned at 8:54 p.m.

Minutes were taken by Band Manager Paul Ausman and submitted to the Clerk of the City of Sterling.

Paul Ausman

SMB Band Manager

**The next regular meeting of the Sterling Municipal Band Commission will be**

**Monday May13, 2019 at 6:00 p.m. in the City Council Chambers**

**located on the first floor of City Hall, 212 Third Ave, Sterling, IL. 61081**