Cedar Rapids Municipal Band Commission Meeting for 21 March 2014 at Coe College

Attending:
- Commission: Sadilek, Hills, Sams, Sternowski, R Haney
- Staff: H Haney (in and out for auditions), Shanley
- Others:

Meeting called to order at 5:00 PM by Sadilek.

Minutes of Previous Meeting
1. Read and approved

Financial Report through February
1. Band levy revenue $50629.66 (53% of budget, on track).
2. Additional revenues from Hooverfest and Musician's Performance Trust and sponsorships bring the total to $58179.66 (61% of budget).
3. Expenses since last report: About $110 for music.
4. Sponsorships brought in $250.
5. 2014 Budget Amendment Process
   1. Per Iowa law, all municipal budget items must match actuals at the end of the year. No exceptions.
   2. The bookkeeping on this is a bit non-intuitive for those who are not accountants by vocation. R Haney found that it helps to act as if the Commission has TWO budgets, one for revenue, one for expenses.
   3. [Materials presented] What this means is that even if our revenues match our expenses, if our expenses are expected to exceed the original budgeted amount, we MUST file a budget amendment. This is due to Finance NLT 11 April. Finance has requested this be done by 1 April to allow time to catch errors and change things.
4. Discussion:
   1. Possible raises for musicians – After careful examination of financial forecasts, raises for musicians are not possible for the 2014 season. Will reassess for 2015 season. (Difficulty is every season straddles a fiscal year boundary.)
   2. Discussion of budgeted revenue vs. budgeted expense. Short version is that Hooverfest pays $5500, which is then distributed to musicians. This also shows up as an unbudgeted $5500 expense, causing the need for a budget amendment.
   3. Expected expenses for FY2014 shown on handout. This includes $1500 for new music, per Shanley's request.
      1. If we stick to that, we are $455.20 over expected revenues for FY2014. However, handout does NOT include expected $500 from Divine Engineering, as R Haney was not sure when that would show up.
   2. We are permitted to amend the budget to tap into the unbudgeted funds that are in the account.
4. Bandshell expenses have gone up $10 to $460 per event, leading to $180 in extra spending.
5. Band room for rehearsal now done through official system. Rehearsal costs $28 each, $252 for season ($140 in fiscal 2014). R Haney does not recall if Wash PPA was paid last year. This year, the money goes to the school or school district.
6. Portable toilet for Bowman concert not recommended.

Old Business
1. Band Logo
   1. DONE. Approved by Commission, final payment submitted to city.
2. BMI/ASCAP
1. R Benson at Coe College was contacted for advice on how to approach BMI and ASCAP.
2. R Benson sent detailed information just prior to meeting. Details:
   1. Confirmed that simple purchase of music is not sufficient for licensing. (This does mean that pretty much every school in the nation is performing unlicensed music, but schools are unlikely to be pursued.)
   2. License fee is set by venue size, type of establishment, ticket sales, etc. Because CRMB plays free in city parks for audiences from 50 to 550, it's difficult to say what the licensing fee might be.
   3. The licenses should be blanket annual licenses. We may be able to negotiate a set fee, but as a city function, we'd hope it to be forgivingly low. KMRY's annual fees cover the live broadcasts.
   4. Licenses need to be obtained for music even if we have permission of the composer or estate.
   5. There are other performance rights organizations, but if we pay ASCAP and BMI, we are covered to play just about anything. (The other PROs cover things outside our usual genres.)
   6. If the city is already paying a fee for BMI/ASCAP, we will likely be covered by it. R Haney doubts the city is paying such fees.
   7. ASCAP's fees will be similar to BMI's, in the range of $250.
3. Recommendation is to pay BMI when the bill comes due (which should be September 2014, in the next fiscal year). ASCAP can be asked about fees, but this should be done so they would bill in FY15.

New Business
1. Publicity Manager
   1. Shivhan Dohse has resigned due to rapid growth of her studio.
   2. Beth Sheldon Davies has offered to step in. Commission approved without dissent.
   3. Commission will allow Business Manager to allocate the annual salary between Dohse and Davies as seems appropriate.
2. Auditions
   1. As of meeting, 42 total auditioners, with one potential off-schedule audition pending musician's return from Brazil.
   2. Open positions are percussion, trombone, clarinet, and bassoon. We have auditioners for all four.
3. IAM Absences
   1. H Haney sent out information on IAM absences. Due to changes in the IAM travel schedule, IAM drives up to four weeks of absences rather than the three it did in the past. This means that any additional absences force a leave of absence. Commission upheld policy on leaves of absence, noting that this becomes an issue only in the second year and can be handled then.

Meeting closed at 5:50 PM by Sadilek.