Cedar Rapids Municipal Band Commission Meeting for 2 October 2016 at Coe College

Attending:
- Staff: Shanley, H Haney
- Others:

Meeting called to order at 7:04 PM by Hills

Minutes of Previous Meeting
- Minutes of 1 April 2016
  - Approved unanimously.

Financial Report
- Budget 2016
  - Please note that this is not the official, final report. We will not receive that from the City until mid-October.
  - Revenue
    - BEFORE BANDSHELL ADJUSTMENTS: $102,967.19 in tax revenue, $2550 in sponsorships/Performance Trust, total of $105,517 per last report from City. Final report may include a bit more for tax revenue.
    - BANDSHELL ADJUSTMENTS: $50,000 from Hall-Perrine deposited in CRMB account. This was applied directly to the bandshell as an expenditure. Adjusting for this and the budget amendment sent to City in April, we had a total revenue budget or $154,170, and total actual revenues of $155,517.19. This puts us $1347.19 over, which is good.
  - Expenses
    - All expense figures include the Hall-Perrine donation!
    - Expense budget (as amended, and as per the minutes of last meeting) was $174,707.73.
    - Actual expenses for Fiscal 2016 were $166,289.49. This puts us $8418.24 under budget, which is good.
    - Expenses of particular note:
      - $6637.00 for the new equipment trailer.
      - $65,978.73 for the bandshell. This includes $50,000 from Hall-Perrine, and $15,978.73 from the band’s reserves. We expect this to be made up from incoming donations from Rotary in Fiscal 2017; they pledged $30,000, half of that will be diverted to the band account.
      - New music budget overspent by $682.48. $541.15 of this is actually from FY15, caused by Finance sending a check to the wrong entity. By the time it was caught and corrected, it was too late to put it in the proper year. The rest of the overage was from some music that was more expensive than what we normally expect.
      - We were slightly over for guest artists and extra pay for members who are featured. This was made up by underruns in other parts of the budget.
      - We allocated $2000 for extra publicity as well.
      - We owe Parks a big “thank you” for allowing us to pay the normal rate, rather than what setting up the bandshell actually cost us in June. The
extra labor was not trivial, even with band staff helping out.

- **Budget 2017**
  - **Revenue**
    - Current budget value is $106,462 (which will be amended in April).
    - We have tax revenue of $3.72 [actual figure!] as of the August report. Taxes are normally due in September, but are now due in October due to the flood. Thus, we’ll see only part of the usual influx in the September report, with the rest in October.
    - Donations are $1200.
    - Total revenue of $1203.72.
  - **Expenditures**
    - Current budget value is $98,693, likely to be amended in April.
    - R Haney’s records show $48,334.60 spent so far. City records show $48,482.60, a difference of $148. The discrepancy is in the payroll numbers, R Haney and H Haney are tracking it down.
    - Expenditures are primarily musician and staff pay for the season. As of the August report, we had not been invoiced for the bandshell rental.
    - We had $2000 in the FY16 budget for “special outreach,” but the intent was that it would cover the season. A bit less than half was spent in FY16, and a bit less than half in FY17.
    - BMI licensing invoice has been submitted. ASCAP does not require that the Band pay an additional license fee – the city’s general license covers us. The ASCAP budget amount ($150) will be moved to another item.

Old Business
- **Equipment Trailer**
  - Trailer is purchased. It’s nominally the same size as the old one, but actually has more room, because a) the wheel wells occupy no cargo space, and b) it has a bullet nose. As such, it holds a bit more and is noticeably easier to load and unload.
  - Trailer was taken to Fleet for repair at the end of the season. One taillight was not fully functional.
  - R Haney arranged for Parks to keep the trailer at the A St SW facility until next season. This will be done free of charge. The trailer was moved to Noelridge for the duration of the late September flood, but it will be moved back when Parks is done with other work.
  - Sometime before the end of the 2017 season, the A St SW facility will be demolished. Storage options will need to be considered at future meetings.

- **Bandshell**
  - Bandshell was used for every concert except McGrath (naturally) and Johnson STEAM Academy.
  - The acoustics are excellent – many adjustments had to be made because the entire band is audible now.
  - Essentially the entire month of June was spent experimenting with the stage. We have it at a workable size, but it could be made a bit larger. Eventually, Parks stated that it works best for them to set the stage up during their normal hours. Band staff then do the rest of the setup prior to the concert, and close up when done. Parks takes care of the rest the next day.
    - Shanley stated that we could use a bit more space on the stage. R Haney to discuss options with Parks Department in October or November.
  - Due to the weight and balance requirements, we will need to consider new venues in
2017 and reconsider some old ones. (Future meeting.)

- R Haney presented a short report on venues that were checked in September for suitability.
  - In July, CRMB purchased railings for the bandshell. These are very easy to install, and made a world of difference.
  - Commission should consider a second staircase. Parks will need to be consulted.

- Raises for Staff and Musicians
  - R Haney is still investigating this. Should have a full report available by January.
    - This is being held primarily pending news from Parks concerning next season’s rates for bandshell.

- 2016 Staff Reports
  - Reports provided by Business and Personnel, with a few statements from Conductor.
    - Conductor
    - Publicity
    - Personnel
    - Sound
    - Equipment
    - Librarian

New Business
- None.

Meeting closed at 8:48 PM by Sadilek.