Meeting called to order at 7:02 PM by Sadilek

Minutes of Previous Meeting
• Result:
  o Approved by acclaim.

Financial Report
• Fiscal 2018
  o Final report from City won’t be available until around January, but we came in under budget.
  o Reminder: budget was expanded to cover costs for Freedom Fest parade. Ultimately, CRMB did not participate. This helped our numbers for the year greatly.
  o Underspent in a number of areas (typical), but put the extra into new music and equipment repair.
• Fiscal 2019
  o Revenues
    ▪ Actuals YTD of a whopping $912.57.
    ▪ $883 of this comes from sponsorships and Musicians Performance Trust.
    ▪ This is typical, as most property taxes show up in October and April.
  o Expenditures
    ▪ Actuals YTD of $53,551.49.
    ▪ $51,698.00 paid to staff and musicians, remainder was music, equipment repair, rehearsal space, and publicity.
    ▪ This is a bit lower that usual for this time of year, primarily from not performing at West Branch. We also have not been billed for the bandshell
  o General
    ▪ We look good going into next season. R Haney owes the city any adjustments to our line items (we can do that any time) and plans for the amendment we’ll submit in April (this happens only once per year, and changes total budget amounts).
    ▪ Also owes some preliminary work for FY20, which per normal practice will be a copy of what we are doing in FY19. (Many of the city’s rules and processes do
not affect band operations.)

Old Business

- **Staff**
  - Having two stagehands worked well. We should continue for next season. Does not have the be the same people every week (although that’s fine, and useful). Members of Phi Mu Alpha Sinfonia from Coe are often available to fill as needed.

- **Bandshell**
  - Repairs still being investigated by Parks. We think these items are still under warranty.
  - R Haney found a source for banners that we can hang on the back wall of the bandshell. Cost will be around $300, can be pretty much as large as we want, but 4x12 will work well. Custom designs are possible. R Haney to investigate further costs and options.
    - Committee formed to explore design, to include Millar, Sams, and perhaps another volunteer.

New Business

- **Staff**
  - Davies has resigned as Publicity Manager. Commission to discuss hiring/search. Bear in mind that publicity activities start as early as December.
    - Vigorous discussion of job requirements followed. Highlights:
      - General agreement that seeking sponsorships is not entirely critical. We are glad to have sponsors, but the total amount is rarely a significant portion of the budget. Can put out general requests on social media.
      - Candidate must have necessary skills to maintain an excellent presence on social media platforms. CRMB is currently active on Facebook, Twitter, and Instagram.
      - Water bill inserts remain a must, but anyone on the Commission could lead that effort if necessary.
      - Posters are probably not effective for us.
    - Overall goal is to increase our audience by 35% over the next few years.
      - Sams moved that pay for the position be increased to $2440. Millar seconded, motion passed unanimously.

- **Equipment Trailer**
  - Kennedy HS (Lesley Fleer) borrowed the trailer for marching band season. They are quite grateful – their show was bigger than usual this year! We’re getting some good publicity as a sponsor as well.
  - City Fleet had concerns. Should establish a standard policy for this sort of thing.
  - Light switch in trailer was broken (R Haney thinks by Parks), Fleer has offered to have it repaired in exchange for the use of the trailer.

- **Season Report**
  - First concert of season (Greene Square) started early and ended a bit short due to weather.
  - Last concert of season (Bever) canceled at last minute due to rain and lightning in area.
  - All other concerts occurred as planned. Discussion of specific events below:
    - Lowe Park
      - As discussed at the last meeting, this went fairly well. We can probably get this venue again. R Haney should start that process now if Commission wishes to pursue it.
• Commission does not wish to pursue this venue for 2019, but might in 2020.

- Noelridge
  - New location seemed to work well. Only issues involved the electricity at the Park, which turned out to be a fault in the wiring. This was fixed by the second week of Jazz Under The Stars (per Dennis Greene), so should not be an issue in the future.
  - R Haney suggests that the Commission consider scheduling a Noelridge for the Wednesday before the first JUTS concert. Parks can then leave the bandshell in place, saving them time and money. (As a reminder, Parks is currently underwriting a portion of the bandshell cost to support CRMB. A lot of mutual back-scratching takes place behind the scenes.)

- McGrath
  - Continues to be a good venue. R Haney suggests two dates for the summer (one Wednesday, one Sunday). Dates need to be acquired NOW, because it will book quickly.
    - Shanley requests three dates for McGrath, Commission concurs.

- Greene Square
  - Remains a lovely place, but logistics were yet more difficult this year.
  - Street work is complete on 4th Ave SE. It is now a two-way street, with a median near the tracks to keep vehicles from going around the RR crossing arms.
  - The changes in parking in that area plus the median and changes in traffic flow have made the venue nearly unusable for the band. Parks plus CRMB could probably make it happen, but the logistics get more difficult every year. We should consider a new location for the inaugural concert of 2019. (Suggestions welcome.)

- POSSIBLE venue in New Bo (location of the ill-fated Evolve event)
  - There is a space that will handily hold the bandshell, some parking, and a reasonable audience.
  - Public Works says it’s not for rent because it’s flood mitigation…but that’s where the Evolve festival was held. And we would not need any of the grassy areas, so we might be able to talk Public Works into allowing us to use it.
  - R Haney will continue to explore this option.

- Guthridge is also nice, and furthermore, we get it free of charge.
  - Request Guthridge for 2019.

- Sponsorships
  - Shanley suggests getting an endowment, or possibly have a “friends of the band” 501(c)(3) set up to assist with expenses the city cannot by law cover (such as food for musicians).
    - R Haney to discuss ideas with the Greater Cedar Rapids Community Foundation

Meeting closed at 8:08 PM by Sadilek