



The regular monthly meeting of the Kalamazoo Concert Band was held on Monday, January 22, 2024, at 7:30 p.m., via a virtual web session, the President being in the chair and the Secretary being present.

Present: James Rojeski (President), Steve Wolfinbarger (Vice President), Michael McMinn (Treasurer), Michael Andres (Secretary), Mark Bass, Larry Ellis, Nick Iavagnilio, Cara Lieurance, Michele Momotiuk, Tom Evans (ex-officio), Shirley Manders (ex-officio), Brian Shetterly (ex-officio)

Absent: Bryan VanToll

The meeting was called to order at 7:33pm

1. Meeting Agenda Revisions and/or Additions
  - a. J. Rojeski added a discussion to the agenda regarding a missing amplifier from the Kindleberger summer concert in July 2023
2. Secretary Report
  - a. S. Wolfinbarger moved to accept the November 2023 minutes as submitted; M. McMinn seconded the motion. The motion was passed unanimously.
3. Treasurer Report
  - a. The organization is spending more money than taking in, and the organization has made bold decisions throughout the year that have been costly overall.
  - b. J. Rojeski, S. Manders, and M. McMinn will meet with Seber Tans to review their procedures and addressing our concerns with their accounting standards.
  - c. M. Bass moved to accept the Treasurer Report as submitted; L. Ellis seconded the motion. The motion was passed unanimously.
4. Grants Report
  - a. J. Rojeski is constantly planning for more grants, and the Stryker Grant is still a work in progress
  - b. The Gilmore Grant was submitted despite not having a guest artist for the December 2024 concert. J. Rojeski would like to involve T. Evans in the discussion and planning for the December concert. The Board has a brief period of time to resolve and close this grant with the finalization of a guest artist.
  - c. J. Rojeski would like to submit a grant to replace the missing amplifier with the cost to be split 50/50 with the KCB and the Kindleberger Arts. S. Manders will reach out to the parents of Sydney (Heasley) Brown to obtain contact information of the sound company that was involved with the Kindleberger Summer Concert Series.
5. Small Groups Report
  - a. The Brass Quintet tried to perform at the Kalamazoo Tree Lighting Ceremony however, the group struggled to sound good in the cold temperatures.
  - b. M. McMinn stated that after a quiet spell, the quintet will be trying to get more bar and paying gigs for the upcoming calendar year.
  - c. B. Shetterly stated the Trombone Quartet played with an Honors Band in November and at Story Point in December. He anticipates a couple more school programs later this winter and spring.
  - d. There were concerns with the December 2023 concert as to which groups would perform and which groups would not. This decision should be a two-step approval process: T. Evans should approve if the group is able to represent the band itself, and the Board should approve in the same manner. Small groups would also need approval to use the Kalamazoo Concert Band name as the organization owns the name. All of the aforementioned would need to be drafted into policy form and included in the KCB policy manual. M. Momotiuk suggested a draft policy be written and submitted to the Board for review; L. Ellis volunteered to create a draft policy.

- e. Communication needs to be made with the Tuba and Woodwinds sections as to where the Board currently is with this process of approving small group performances.
  - f. February 2024 concert: There are currently no small groups assigned to perform at the concert. Communication should be made with the band to see who is interested in performing at the concert.
6. Business Manger Report
- a. December 2023 Concert
    - i. Received \$3,000 in donations – the largest amount to date
    - ii. S. Manders felt it was a positive concert overall but was disappointed the house at Miller Auditorium could not be filled to capacity. There were 2,300 patrons in attendance while 500 tickets were either not picked up or returned to the Miller Box Office
    - iii. The ticketing was turned over to Miller staff at an earlier date than normal. S. Manders received complaints about this, and she stated that she will not turn the ticketing over early again in the future.
    - iv. There was a lot of time and effort spent on promoting and advertising the concert due to the KCB having an unusual guest artist, and the band was still unable to fill all of the seats. There were a large number of African-Americans at the concert, which is promising for future performances
    - v. M. Momotiuk stated that ticket requests were inadvertently sent to the Spam folder in the band’s email account, and these requests were missed. This in turn discouraged patrons because patrons felt their requests were being ignored
    - vi. T. Evans asked how many young patrons were in the audience; J. Rojeski stated there was a large number of young patrons and people responded well to both halves of the concert
  - b. December 2023 Concert Feedback – Decibel level and more
    - i. Patrons felt the music was too loud, music quality was not Christmas appropriate, and [omitted]
    - ii. C. Lieurance felt the concert was no louder than any touring Broadway show she has attended. She also asked why The War and Treaty did not perform more Christmas pieces if the KCB is promoting the concert as a “Christmas” concert
    - iii. The War and Treaty visited the Douglas Community Center to perform for the Boys & Girls Clubs of Greater Kalamazoo, with about 50-60 children in attendance. This was an enormous success despite The War and Treaty not having much time to plan and prepare for this event.
    - iv. J. Rojeski would like one or two Board members to research the topic of decibel levels and what is appropriate for venues such as Miller and Chenery Auditoriums. M. Bass and M. McMinn volunteered to form a committee and research this topic.
7. Conductor’s Report
- a. February 2024 Concert
    - i. Tom is pleased with the progress the band is making with rehearsing the piece “Jericho” as this is an extremely difficult piece to perform
    - ii. Tom decided the cost of flying Arnie Johnston and Deb Percy from Palm Springs, CA was too costly given their brief involvement in the program
    - iii. Tom met with Andy Mozina on Monday, January 22<sup>nd</sup> to discuss his role in the program
    - iv. Tom stated the “Snow Committee” is in full swing and they are working hard to communicate with the band on any rehearsal changes and/or cancellations
  - b. April 2024 Concert
    - i. Tom is putting the final touches on the concert and will meet with the guest artist the week of January 29<sup>th</sup>
8. Assistant Conductor’s Report
- a. Youth Soloist Competition Auditions

- i. Auditions will be held Sunday, February 4<sup>th</sup> at Dalton Center on the campus of Western Michigan University, from 11:00am to 2:30pm
  - ii. There are ten auditionees from all over the state
  - iii. Adjudicators will be Tom Evans, Christine Griffith, and Amanda Burdette, with Laurajane VanNiman, Wendy Mazer, and Don O'Donnell assisting in the operations of the event
  - iv. B. Shetterly is requesting a copy of the Liability Insurance Certificate to give to WMU
9. ProMotion Committee Report
  - a. C. Lieurance stated the committee needs to be prepared for the February concert
  - b. T. Evans suggested a pre-concert "come as your favorite literary figure" party
10. Webpage Report
  - a. No report at this time
11. December 2023 Concert
  - a. See items 6a & 6b in the above Business Manager Report
12. December 2024 Concert
  - a. J. Rojeski, T. Evans, S. Manders, and M. McMinn will meet and discuss a potential guest artist for this concert. Any other interested parties are welcome to join the meeting.
13. Loudness Standards
  - a. See item 6b in the above Business Manager report
14. Communications
  - a. J. Rojeski will hold off writing the letter to donors for the time being. He will work on the letter prior to the February Board meeting
15. Fundraising
  - a. It was determined that some sort of major fundraising is in order to help fund the organization. Suggestions were a silent auction or an event with 'mandatory' donations instead of selling tickets
  - b. T. Evans suggested having a raffle to conduct the KCB for one number at a future concert.
16. Trademark Application
  - a. No updates to report
17. Board Elections
  - a. S. Wolfinbarger has one year remaining in his term however, he will be vacating his seat at the end of this fiscal year due to his relocation out of state
  - b. There is still a vacancy that remains in effect
  - c. The Board terms of M. Andres, M. Bass, and M. McMinn expire at the end of this fiscal year as well. All three are undecided to date if they will run again for the Board.
  - d. J. Rojeski announced that he will be stepping down as Board President at the end of this year however, he will finish out his term which remains in effect until 2025.
18. End of Regular Business – 9:28pm
  - a. L. Ellis moved to enter a Closed Session; M. McMinn seconded the motion. The motion was passed unanimously.
19. CLOSED SESSION
20. Return to Open Session – 10:03pm
  - a. L. Ellis moved to approve the contracts for the organization's employees for the upcoming fiscal year; M. Bass seconded the motion. The motion passed unanimously.
  - b. L. Ellis moved to adjourn the meeting; M. Bass seconded. The motion passed unanimously.
21. Adjournment
  - a. The meeting adjourned at 10:07pm

*The next meeting is scheduled to be held virtually on Monday, February 26, 2024.*

**Michael Andres**

Board Secretary  
Submitted 29 January 2024