



The regular monthly meeting of the Kalamazoo Concert Band was held on Monday, April 22, 2024, at 7:30 p.m. at Kalamazoo Regional Educational Service Agency's (KRESA) building, the President being in the chair and the Secretary being present.

Present: J. Rojeski, S. Wolfenbarger, M. McMinn, M. Andres, M. Bass, R. Dudd, L. Ellis, M. Grear, D. Groendyk, N. Iavagnilio, M. Momotiuk, J. Solis, B. VanToll, T. Evans (ex-officio), S. Manders (ex-officio), B. Shetterly (ex-officio)

Absent: C. Lieurance

The meeting was called to order at 7:30pm

1. Meeting Agenda Additions and/or Revisions
  - a. The Treasurer Report was amended to add discussion regarding the 2024-2025 fiscal year budget.
  - b. A discussion point was added to review and approve 2024-2025 Board Meeting dates.
2. Secretary Report
  - a. The March 2024 meeting minutes were recorded by N. Iavagnilio and were not distributed to the Board for review prior to this meeting. Nick will send the March meeting minutes to Board members later for review and approval.
3. Treasurer Report
  - a. The 2024-2025 fiscal year budget was distributed to the Board via S. Manders. Points to note on proposed budget:
    - i. There will be three (3) Summer 2024 concerts versus two (2) 2023 Summer concerts, which will increase revenue.
    - ii. Overall, donations are down from the 2022-2023 concert season.
    - iii. The band will save approximately \$4,000.00 by moving the October 2024 concert from Chenery Auditorium to Comstock Community Auditorium.
    - iv. The cost for the February 2025 concert at Chenery Auditorium was reduced.
    - v. Miller Auditorium will not be charging the KCB as much as they have in the past due to the band having Megan Dooley at the December 2024 concert.
    - vi. J. Rojeski proposed cutting costs by approximately \$5,000.00 and increasing revenue by approximately \$15,000.00.
  - b. L. Ellis moved to accept the proposed budget; M. McMinn seconded the motion. The motion passed unanimously.
  - c. M. Momotiuk moved to accept the Treasurer report as submitted; M. Bass seconded the motion. The motion passed unanimously.
4. Grants Report
  - a. J. Rojeski is in the process of drafting a letter to Marshall Music Co., to request a sponsorship for the Youth Soloist Competition.
  - b. L. Ellis inquired about a co-sponsorship for the competition between Marshall Music and Meyer Music. It was determined that a co-sponsorship could be considered a conflict of interest between the two music companies, and that Meyer Music could be utilized for other organizational needs, such as music, music folders, etc.
  - c. J. Rojeski is continuing to work on grant reports to both the Gilmore Foundation and Upjohn Foundation.
5. Small Groups Report

- a. Brass Quintet
    - i. M. McMinn stated the quintet has multiple performances lined up, including the Kalamazoo Growlers game on Thursday, August 8, 2024.
    - ii. The Brass Quintet and Trombone Quartet are scheduled to perform a joint concert in Texas Corners, with other performances a possibility.
  - b. Miscellaneous
    - i. B. Shetterly stated the Trombone Quartet will perform at area schools prior to the end of the current school year. He also stated he would like to have some of the small groups perform at Kindleberger Park during the KCB July Summer concert, as a promotional piece. This is primarily due to the Kindleberger Arts Commission requests a 1½ hour performance, while the concerts at Bonson Park and Three Rivers will only be one-hour concerts.
    - ii. B. VanToll stated the Sax Ensemble will perform at Story Point in Portage on Friday, April 26, 2024.
    - iii. T. Evans stated the Woodwinds Ensemble has passed the requirements needed to be accepted as an official KCB extension ensemble. B. VanToll moved to approve the Woodwind Ensemble; M. Momotiuk seconded the motion. The motion passed unanimously.
6. Business Manager Report
- a. April 2024 Concert Update
    - i. Attendance was listed at 550 patrons; donations received totaled \$800.00
    - ii. The performance was very well received by audience members.
    - iii. The average attendance for the three Chenery Auditorium concerts is 800-850 patrons.
    - iv. J. Rojeski stated that Youth Soloist Competition winners who are homeschooled can influence lower attendance numbers.
  - b. Miscellaneous
    - i. S. Manders will complete the following during the next two weeks: prepare and distribute (mail) donor letter, magnets, highlights of the December 2024 concert – including ticket information – and photos of the KCB small groups. Printing of needed information will occur the week of May 13<sup>th</sup>, and the mailings will occur the week of May 20<sup>th</sup>.
    - ii. J. Rojeski is seeking a new graphic designer for materials; KRESA will still provide printing services. There were concerns from both band and Board members regarding the band having higher quality graphics and images. T. Evans feel images and graphics need to have more “pop” to them, and S. Manders, T. Evans, and the current Board President will have final approval regarding graphics. J. Rojeski has written a request into the Gilmore Foundation grant for extra funds to cover the cost of a new graphic artist.
    - iii. All concert dates for the 2024-2025 concert season have been finalized. Performance dates are:
      1. Saturday, October 19, 2024, at Comstock Community Auditorium
      2. Friday, December 6, 2024, at Miller Auditorium
      3. Saturday, February 22, 2025, at Chenery Auditorium
      4. Saturday, April 26, 2025, at Chenery Auditorium
    - iv. S. Manders would like to take time at the June Board Meeting to discuss the cost of KCB CDs, as sales to band members are down approximately 10-12 CDs per concert. B. Shetterly proposed switching to digital recording to be made available on the Member’s Only section of the KCB website. J. Rojeski will research any copyright issues with this process.
    - v. A t-shirt and hat order form will be made available on the website, for both members and the public. S. Manders will also have merchandise available at both the Three Rivers and Kindleberger Park summer concerts.

- vi. S. Manders would like to form a group of band members to attend the Kalamazoo Growlers game on August 8<sup>th</sup>.
- vii. Locks for the file cabinets at Kalamazoo Christian High School have been ordered and will be installed later.

## 7. Conductor Report

### a. April 2024 Concert Notes

- i. T. Evans would like to return to just one or two challenging pieces per concert, with the approval of the Board. He feels the band can perform more challenging pieces, but more rehearsals are needed, which would currently not work with the rehearsal schedule and concert dates. Tom also feels this would help alleviate stress among the two directors and band membership.
- ii. B. Shetterly felt some of the stress resulted from too many non-musical related conversations during rehearsals and feels that rehearsal etiquette needs to be addressed.

### b. 2024-2025 Concert Season Notes

- i. T. Evans has created a season concert theme, and has a few weeks to change the theme, if needed.
- ii. Tom would like to hold off on having a guest conductor for the time being, due to cost-related concerns. He would however, like to have guest dancers at the February 2025 concert and guest singers for the April 2025 concert. Guest artists tend to generate both interest in the organization and revenue, and guest artists are a feature of musical groups throughout the country.
- iii. M. Gear supports guest conductors and suggested a local conductor such as Scott Boerma from WMU, and the band could perform one of Boerma's compositions. J. Rojas suggested having Boerma guest conduct at the February concert, to get more WMU students in attendance. T. Evans is willing to switch the October and February concert themes to accommodate this idea, however S. Wolfenbarger stated that Scott Boerma will be on sabbatical during the WMU Winter 2024 semester.

## 8. Assistant Conductor Report

### a. Youth Soloist Competition

- i. B. Shetterly stated the Youth Soloist Competition went well, the performance of the soloist was outstanding, and the entire process created a positive experience for all the auditionees and their parents.
- ii. L. Ellis proposed limiting the competition to public school auditionees only; B. Shetterly stated this could result in a legal issue and that approximately fifty percent of auditionees are homeschooled.

### b. 2024 Summer Concert Series

- i. B. Shetterly extended a huge "thank you" to Dale and Marcia Working for distributing the summer concert music at the April concert.
- ii. Brian also noted he wished to perform the Olympic Fanfare at the summer concerts due to the Summer Olympic Games occurring this year, however the band's arrangement was inadvertently thrown away. He stated Dale and Marcia Working purchased a new arrangement with their own money and donated the arrangement to the band.

## 9. Website & Facebook

- a. M. Momotiuk stated the website is currently down and she is working to resolve the issues related to this matter.
- b. S. Manders inquired about a timeframe as to when the website would be up and running, as she has concerns about patrons not being able to donate to the organization and accessing other important information, such as concert dates. No timeframe was provided at this time.

## 10. December 2024 Concert

- a. A meeting will be held on April 23, 2024, to discuss music, arrangements, and advertising.

## 11. Loudness Standards

- a. M. McMinn contacted both Miller and Chenery Auditoriums; no meetings scheduled with either venue yet.
- b. S. Manders stated that Miller Auditorium will be revamping their seating during the summer, creating two aisles through the seating to create shorter rows.

## 12. Communications

- a. J. Rojeski will create the letter to donors once all the components of the letter are finalized.

## 13. Fundraising

- a. M. Gear noted how orchestras have sponsorships for principal chairs and feels the KCB could do something similar to this to raise funds. B. VanToll suggested having corporations as sponsors, and S. Wolfinbarger suggested having tiered sponsors for concerts, such as gold, silver, and bronze levels.
- b. J. Rojeski proposed meeting with M. Gear, L. Ellis, D. Groendyk, and J. Solis to discuss future fundraising ideas.

## 14. All Band Meeting

- a. Members like the openness of the format, and participation from the Board and membership was well received. L. Ellis commended J. Rojeski for the meeting structure and how the meeting was managed.
- b. Band etiquette policies and procedures need to be created and adopted.
- c. Rehearsals need to be more fun and have less stress.
- d. A path to growth and sustainability needs to be developed.
- e. More organized rehearsals and a rehearsal schedule is desired.
- f. J. Rojeski asked B. VanToll to review the list of suggestions to determine which items can be resolved easily and quickly by the Board. L. Ellis moved to accept this request, and the motion passed unanimously. An action item will be added to the May meeting to discuss further.
- g. B. VanToll created a discussion about concert black for future concerts. There appears to be a lot of opposition to changing to all-black for concerts, and this item will be discussed further at the May meeting.

## 15. Trademark

- a. No report currently.

## 16. Miscellaneous

### a. 2024-2025 Board Meeting Schedule

- i. It was proposed to add meetings during the months of July and December; T. Evans expressed concerns with a July meeting due to Board members having summer plans. S. Manders expressed concerns about a December meeting due to the months of November and December are busy for her with planning for the December concert, and she enjoys having a three week break during the end of December. It was decided that July and December meetings would be left off the schedule for now.
- ii. J. Solis stated the May meeting is on May 20<sup>th</sup> and not May 27<sup>th</sup> as the schedule indicated, due to the Memorial Day holiday. This was corrected on the schedule.
- iii. B. VanToll made a motion to accept the corrected meeting schedule. There was discussion on more/fewer virtual meetings. M. Gear favored less virtual meetings to create camaraderie amongst Board members; B. VanToll favored more virtual meetings due to some members of the Board having long commutes, and the possibility of inclement weather. B. VanToll amended his motion to change the October meeting from virtual to be held at KRESA. L. Ellis seconded the amended motion, and the motion was passed unanimously.

### b. 2024-2025 Rehearsal/Concert Schedule

- i. J. Solis stated the schedule showed the October concert being at Chenery Auditorium and not Comstock Community Auditorium.

- ii. B. VanToll expressed concern about the date of Spring Break, as school districts hold Spring Break at various times. M. Momotiuk asked if the band needs to have a rehearsal during Spring Break, and T. Evans stated he received pushback for adding a rehearsal on March 28<sup>th</sup>. N. Iavagnilio suggested have a planned Spring Break rehearsal on the schedule and cancel the rehearsal if it is not needed, as it would be easier to schedule and cancel, rather than not having a planned rehearsal and trying to schedule one at the last minute.
- iii. B. VanToll proposed moving the weekly rehearsal start time to 7:00pm and ending rehearsal at 9:15pm. There was discussion about potential pushback from members regarding the new rehearsal time, due to members being able to complete family matters before arriving at rehearsal. B. VanToll made a motion to move the rehearsal start time from 7:30pm to 7:00pm; M. Momotiuk seconded the motion, and the motion passed unanimously. J. Rojeski proposed alerting the band of the new rehearsal time, which will start with the Fall concert cycle and not the summer rehearsals.
- iv. B. VanToll made a motion to accept the amended rehearsal schedule. L. Ellis seconded the motion and the motion passed unanimously.

17. Board Installation

- a. J. Rojeski introduced the new Board members. M. Momotiuk made a motion to accept the new Board, and B. VanToll seconded the motion. The motion passed unanimously.

18. Executive Board Elections

- a. All the current Officers have decided to vacate their positions, for assorted reasons. While there were no formal nominations, the following people opted to fill the following positions:
  - i. Board President: Nick Iavagnilio
  - ii. Board Vice President: Jim Rojeski
  - iii. Board Treasurer: Michael Andres
  - iv. Board Secretary: Robin Dudd
- b. L. Ellis moved to accept the new Executive Officers, and B. VanToll seconded the motion. The motion passed unanimously.

19. Adjournment

- a. New elected Board President N. Iavagnilio adjourned the meeting at 9:28pm.

*The next meeting is scheduled for Monday, May 20, 2024, at 7:30pm, to be held in-person at KRESA.*

**Michael Andres**  
Board Secretary  
Submitted, 25 April 2024