Kalamazoo Concert Band
Meeting Minutes
February 23rd, 2026 at 7:00 pm
Location: Virtual Meeting on Zoom
Recorder: Laurajane Van Niman

Present (Virtually): Mike Grear (President), Laurajane Van Niman (Secretary), Sara Dawson (Board Member), Josiah Solis (Board Member), Michael McMinn (Board Member), Nick lavagnilio (Vice President), Susan Carter (Board Member), Larry Ellis (Board Member), Jim Medsker (Board Member), Michael Andres (Treasurer)
Absent: Ken Mohney (Board Member),
Professionals Present: Tom Evans (Conductor), Shirley Manders (Business Manager), Brian Shetterly (Assistant Conductor)

Meeting was called to order at 7:01 pm by Mike Greer

1. Revision of Agenda and Additions (Mike Grear)
    - Mike Grear called the meeting to order at 7:01 pm.
    - There were no revisions or additions made to the agenda.
2. Secretary's Report (Laurajane):
    - The minutes from the January 2026 Meeting were reviewed.
    - All reports shared in Google and/or Word need to be saved as PDF's when uploaded to the website.
    - Josiah made a motion that we approve the minutes and Larry seconded the motion. Motion carried to approve the minutes from the February 2026 Meeting.
3. President's Report (Mike Grear):
    - Mike began reviewing the KCB Board Policy and Requirements. He reviewed the requirements for the KCB President. It was discovered that performance reviews need to be done by the end of January for each contracted position with the KCB. The KCB President needs to meet with each one to go over their performance review.
    - Mike G. is going to meet with Susan and Joan next week in order to set up one electronic place for all of our KCB files to be stored.
    - We are advertising and actively looking for a new KCB Librarian. Susan suggested we set a deadline for applications within the next 2 weeks.
    - Marcia and Dale Working will be working until the summer concert music is collected and put away.
    - Larry motioned to give a $500 gift card to Four Roses for Dale and Marcia Working for all of their hard work as our librarians. Mike M. seconded the motion. The motion carried to purchase a $500 gift card to Four Roses for Dale and Marcia Working.
    - It was discussed that we increase the pay for the librarian position from $1000 to $2000 due to the time commitment for the position. Larry made a motion to increase the pay for the librarian position to $2000 beginning with the 2026 - 2027 season. Mike A. seconded the motion. The motion carried to increase the pay for the librarian position to $2000 beginning with the 2026 - 2027 season.
    - We had a discussion about whether or not we should continue printing music for everyone or if we should scan it to everyone and they can use IPADs to read the music or print the music themselves. We decided to table further discussion until a new librarian has been hired and we see how they feel about printing vs. scanning music.
    - Mike Sundling offered to apply for a $1500 grant from his employer for the purchase of a copier, supplies and/or new music.
    - A line item for $1000 for printing has been added to our 2026 - 2027 budget.
4. Treasurer's Report (Michael Andres):
    - Compared to last year, the organization's finances are strong and steady.
    - The organization is currently $381 under the $55,000 donation budget, with two concerts still to be performed.
    - The proposed budget for the 2026 - 2027 Fiscal Year will be presented in March so that it can be approved at the April KCB Board Meeting per our KCB Policies and Requirements.

- Mike M. made a motion to approve the January 2026 Treasurer's Report and Larry seconded the motion. Motion carried to approve the January 2026 Treasurer's Report.

5. Business Manager's Report (Shirley Manders):
    - Everything is ready for our February concert. Shirley has assurances from Chenery that there will be no problems with the risers.
    - The posters for the April concert have been ordered.
    - A committee has been working on the 2026 - 2027 budget. It will be ready for review at the March Board Meeting.
    - Shirley has been working on promotional items showcasing the start of our 65th year. Mugs will be ordered along with pins. We are asking each band and board member to purchase a mug for $5. Pins will be available for each band and board member at no cost. Shirley is planning on these being available in April.
    - The following Summer Concerts dates have been set:
        - Bronson Park - Sunday, June 4th at 4:00 pm - We will be the kickoff to the Arts Council Summer Concert Series.
        - Three Rivers - Saturday, June 20th at 3:00 pm - We will be playing at their new amphitheater.
        - The Kindleberger Park - At this time, they have not started to schedule their concerts.
6. Finance Committee (Mike Grear):
    - Mike G. will set up a meeting with Josiah and Ken to start seeking sponsorships for next year when Ken is back in town.
    - The Budget Meeting was held on February 18th, 2026.
7. ProMotion Committee (Susan Carter):
    - All flyers for our February concert have been distributed. The postcards are going over very well!
    - We have an ad for the February Good News Paper.
    - The Now Kalamazoo sponsorship will begin on Monday and run every day through Saturday.
    - The KCB website is up to date and the new gallery for the YSC is up and running.
    - Currently working on the Promo for our Summer Concert Series to add to the back of the April concert postcard handouts.
    - KCB In The News runs as a ticker on the homepage of our website.
    - Paul will make flyers for our Summer Concert Series.
    - The 2026 - 2027 concert themes will be ready for our March Board Meeting.
8. Small Groups (Mike M.):
    - Mike M.'s group and Brian's group are currently rehearsing.
    - The saxes small group will be playing before our concert in April and will be playing in the community in March.
    - The Fab 5 are playing before our February concert on February 28th, 2026.
9. Musical Director's Report (Tom Evans):
    - See attached **KCB Conductor's Report**
10. Assistant Conductor's Report (Brian Shetterly):
    - See attached **KCB Assistant Conductor's Report**
    - Mike G. will send a letter to Kevin West thanking him for his years of service in hosting the KCB Youth Soloist Competition every year.
11. Other Topics:
    - Susan thanked Keystone Solutions for sponsoring our February concert.
12. Our Board Meeting adjourned at 8:27pm. Larry made a motion to adjourn our meeting and Mike M. seconded the motion. Motion carried.

Meeting adjourned at 8:27 pm.

The next Board Meeting will be on Monday, March 23rd, 2026 at Keystone Solutions at 7:00 pm. Keystone Solutions is located at 6387 Technology Avenue, Suite F, Kalamazoo, MI.

Recorded By: *Laurajane Van Niman*
KCB Board Secretary

Approved on_____02/23/2026_____