Kalamazoo Concert Band
Meeting Minutes
June 1st, 2026 at 7:00 pm
Location: Keystone Solutions
Recorder: Laurajane Van Niman

Present (In-Person): Mike Grear (President), Laurajane Van Niman (Secretary), Sara Dawson (Board Member), Michael McMinn (Treasurer), Josiah Solis (Vice President), Jim Medsker (Board Member), Ken Mohney (Board Member), Anne Gaertner (Board Member), Susan Carter (Board Member)
Present (Virtually): Wendy Patton Leino (Board Member)
Absent: Michael Andres (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 April 2026 Meeting were reviewed.
    - Josiah made a motion that we approve the minutes and Jim seconded the motion. Motion carried to approve the minutes from the April 2026 Meeting.
3. President's Report (Mike Grear):
    - Librarians have connected and Bob Smith is working on digitizing our library.
    - Mike G. met with a representative of Google Workspace For Non-Profits to see if they will meet our needs for online document storage. He will meet with them again before we decide if this is the direction we want to go.
4. Treasurer's Report (Mike M.):
    - There was not an updated report for this month.
    - Mike M. will be added to our PNC account now that our minutes reflect that he has been approved as our new treasurer.
5. Business Manager's Report (Shirley Manders):
    - May donation appeal letter has been sent to our donors and non-donors list
    - Susan has created a form for contracted individuals' information when they are going to be paid by the KCB. This form will be completed by Mike M. to ensure all contracted individuals are paid for their services.
    - Shirley has had several meetings with KRESA for all of our printed materials for the 2026 - 2027 season.
    - A mug, pin, and clothing merchandise order form is coming soon.
6. Finance Committee (Mike Grear):
    - The Sponsorship Committee has met. We are going to ask Band Members to give us any names of possible sponsors.
    - Mike G. and Tom will be meeting with Scott Boerma in June to recap and tweak the WMU Student Program for the 2026 - 20257 season.
    - Josiah has applied for a Dalton Grant for digital projects.
7. ProMotion Committee (Susan Carter):
    - Arranged for ads and articles in the following publications: SWMI Spark, Encore, South County, and Good News. We will be in the Encore Magazine Arts Edition in August.
    - Our Summer Series is on multiple event calendars and Brian will be interviewing with Cara Laurence on WMUK
    - Agreements have been finalized with Paul Sizer (graphic design) and Doug Decker (sound) for next season's promo materials and recordings.
    - Created a more systematic approach for applying for summer series concerts. A database of contacts and dates of submission has been created.

- A draft of the concert season brochure for sponsor solicitation and program publication has been created
- New graphics are in process for the season of celebrations concerts
- Reached out to Parchment, Portage and Oshtemo (Small Groups) for next summer

8. Small Groups (Mike M.):
   - The Brass group played for a group in Parkview Hills. They will also be playing in the Stuart Neighborhood.
   - The Fab 5 will be playing at the Constantine Township Library on 6/30.. They will be taking July and August off.
   - The Trombone Group is on hiatus at this time.
9. Musical Director's Report (Tom Evans):
   - Miscellaneous
     - Created and submitted 2026-2027 PR blurbs for each concert
     - Have secured "Concert Previews" dates with Cara on her WMUK "Let's Hear It" program
       o Oct. 20
       o Dec. 1
       o Feb. 22
       o April 13
   - October 24: America's Story at 250 Years
     - The music has been ordered and the librarians are working on the new distribution process. That is, having the music digitized.
     - Have been in contact with Jackie Stilger, director of the Kalamazoo Community Chorale and Eric Jacobson, director of the Kalamazoo Male Chorus, to discuss the logistics of our collaboration
     - Met with Jackie Stilger, at Chenery Aud. to review stage setup possibilities involving 120-member chorus. Unfortunately, Neil Jansen, the Chenery stage manager, forgot about the meeting so we never got on stage. However, Jackie, Niel, Josh, and I are going to meet in June to walk and talk through and about the space. They believe it can work with the KCB in front and the choirs behind.
   - December 4: All Spruced Up with the Terry Lower Trio featuring Lana Hoffman
     - Have begun selecting the repertoire for our program
     - Have sent Lana Hoffman a list of commercially available vocal tunes with band to consider for the first half of the program
   - February 27: Under the Big Top with the Great Lakes Circus
     - Sent Katherine Rodge, co-owner of the Great Lakes Circus a long list of music to consider for their portion of the show
   - April 18: Reflections and Fanfares
     - Looking at music possibilities but nothing has been finalized
10. Assistant Conductor's Report (Brian Shetterly):
    - The summer program is set. The first rehearsal is in the books. It's going to be a good Summer Series!
    - Thanks to Dale and Marcia for going above and beyond to get the folders ready and out to members ahead of the May 28th rehearsal
    - I would also like to thank Don O'Donnell for all of his work to keep us set up.
    - The remaining rehearsals for the Summer Series are June 4 and June 18. The Performances are June 7 at Bronson Park (4:00 pm) and June 20 at Three Rivers Amphitheater (3:00 pm)
    - Attendance continues to be a problem.
    - Josiah made a motion to pay Ron DiSalvio $200 and Chris Evan Hass $100 for their participation in our Summer Series Concerts. Anne seconded the motion. The motion carried to pay Ron DiSalvio $200 and Chris Evan Hass $100 for their participation in our Summer Series Concerts.
11. Other Topics:
    - This is Don's last year to do set up. We will need to find a new Set Up Person beginning with the 2027 - 2028 Concert Season.
    - Due to increased promotion costs, it was suggested we raise the membership dues to $75 starting with the 2026 - 2027 Concert Season. Susan made a motion to raise the membership dues to $75 beginning with the 2026 - 2027 Season. Anne seconded the motion. Motion carried. Mike G. will send out an email to the band members to ask for feedback on raising the dues. After the motion was discussed we agreed

to table the motion until the June Board Meeting. We will discuss the dues increase at our June Board Meeting.

- At the August 24th Board Meeting we will have a Board Retreat in addition to our Regular Board Meeting. We will begin the retreat/meeting at 6:30 pm.

12. Our Board Meeting adjourned at 8:26pm. Mike M. made a motion to adjourn our meeting and Josiah seconded the motion. Motion carried.

Meeting adjourned at 8:29 pm.

The next Board Meeting will be on Monday, June 22nd, 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_____06/01/2026_____