

**New Horizons Band Fox Valley (NHBFV)
Board Meeting Minutes**

February 26, 2014, 6:30 - 8:30, Harmony Cafe



Board President: Paul Ansfield

Attendees: Paul Ansfield, Jon Meyer, Tom Franklin, Bev School, Doug Marsh, Tor Cashman, Joan Biese, Sandy Ansfield

Topic	Discussion	Action	Responsible
Clarification	Bev School used the current membership information to contact former members and survey them, to discover their reasons for not rejoining NHBFV. She is not the one in charge of the member directory project as was implied in last month's minutes. Joan apologizes for the miscommunication.		Joan Biese
January Board Minutes	Tom Cashman made a motion to approve January minutes.	Minutes unanimously approved	Board
Treasurer's Report	Income: All income deposited Expenses: All expenses paid Cash in Checking: \$5,769.26 At the present time, expenses are greater than income, but that will change with this next session's registration. Jon--suggested a discount for members who wish to pay for the whole year in advance. (LU used to do that.) We already know how many weeks for each session. Paul--would that lead to early enrollment? Tom F.--if we don't attract new, additional band members with this "discount," we actually would end up with less money coming in. Tom C.--how do we attract former members who have needed to take a hiatus because of various reasons?	No significant changes since last report. Doug looked into the discrepancies with the shirt order payments and shirt income; not going to pursue that further. It is of minimal importance. We will not pursue the full year discount idea at this time. Jon keeps former band members in the loop when he sends out emails. He provides a link to our webpage.	Doug Marsh Jon Meyer
Bev's Survey	Bev School contacted about 20 former NHBFV members to survey their reasons for not rejoining the band. Survey results included: -poor weather conditions, attending college now, instrument issues, feeling overwhelmed/too new to instrument, less time/busier with work, playing in community bands -main anonymous comment was that they didn't feel comfortable in the band...they felt lost because they didn't get much specific support..where to go for lessons, where to get their instrument, etc. (Jon said all of that information is on NHBFV website)	Create nametags for all members; encourage folks to wear their nametags. Offer nametag pins, clips, and lanyards Mentoring new members; let's all remember to support each other as much as we can! Sending out the results of Bev's survey to section leaders.	Joan Biese All Band Members Jon Meyer
Display Ads	In Appleton North Playbill for <i>Shrek</i> : \$50 Craigslist informal discussion: pros and cons	Tabled for a future board meeting	Jon Meyer
:)	Speaking of "Tabled..."	Bring a card table to band (for our	Joan Biese

		stuff)	
Display Ads, Continued	<p>Joan: Business cards would be worth looking into, not just for band members to have (and distribute to friends/colleagues), but for creating a uniform advertisement for NHBFV, which can often be converted to an ad in playbills/local papers, etc.</p> <p>Collect possible advertising opportunities (high school theater playbills, community theater playbills, PAC, etc.) and get their pricing on placing ads in their flyers/booklets.</p>	<p>Get pricing quotes for business cards from local printers (vs. doing them ourselves, which is also possible); draft up information which the business card must have; see if anyone has interest in designing the cards; present card ideas to board at next board meeting.</p> <p>Set up a sheet at band, asking members to list local arts programs which welcome advertisements for their flyers. With the assistance of other interested band members, contact these venues for pricing and ad submission deadline information, as needed. Keep a record of local arts venues and contacts throughout the year, so we can approach them when they offer programs with advertising opportunities.</p>	<p>Joan Biese, other interested band members</p> <p>Joan Biese, other interested band members</p>
Emergency Medical Forms	Band members can complete the form, seal in red envelope, and keep in their band folders. In the case of an emergency, others would have permission to open the emergency envelope and contact the people specified. Optional for members to participate, but may be helpful	Red envelopes purchased Feb. 26. Drafting up a Medical Emergency Form for all NHBFV members to complete and keep confidentially in sealed red envelope, in case of emergency.	Joan Biese Deb Diamond
Performance Ensembles	<p>Membership: See who is interested, when they could practice (daytimes, weekends, etc.)</p> <p>Music Selection: seasonal music, music that is not a frightening level of difficulty for the ensemble members, so they can play it well after sufficient practice.</p> <p>Practice: First English Lutheran Church could be a site for conducting practice sessions</p> <p>Instructors: All section leaders have been approached with this idea, and all are supportively on board for those band members who are interested. They would serve as a coach.</p> <p>Costs: No cost to participants, but ensemble coaches would get paid for practice sessions.</p> <p>Publicity (announcements of ensemble performance availability): To be determined after ensembles are up and running.</p> <p>Why not involve/include the whole band?</p> <p>Problem with having the whole band is that it's hard to get everyone together for weekend performances. A larger band might be able to pull that off, missing several members, but not a band of our size at this time. Best opportunity for whole band performances would have to be a Tuesday, when band members have set that night aside already.</p> <p>Doug--the ensemble needs to fit the venue (size-wise), and needs to work if a member or two cannot attend. Having 12 practice for an</p>	<p>March 11th practice: explain why we want to do this (promotional for the band, giving members another opportunity to perform, providing services and entertainment to the community to obtain grants, etc.)</p> <p>We will aim to get these started up during the summer.</p>	Tom Cashman Jon Meyer

	ensemble of 6-8, for example.		
WMEA Convention (October)	<p>Do we wish to have a booth? (\$250) It has to be manned, and we need to get other Wisconsin New Horizons bands in on this idea. Paul--how do we get together with them? Jon--All NH band consortiums for Wisconsin are listed on the New Horizons International website.</p> <p>Why do we wish to do this? Are we reaching prospective members? This convention is for band directors (Wisconsin Music Educators' Association), and would give our "teaching bands" visibility and connections with Wisconsin school band directors.</p>	Contact other Wisconsin New Horizons band leadership members, and see if they are interested in collaborating with us on this opportunity, financially as well as physically (people will be needed to man the booth and distribute information to convention attendees).	Jon Meyer
Letters to High School Band Directors	Jon--what we should really do is have a brochure-style ad that we can have available to schools. Ask schools: Would you be willing to have this available at your concerts?	Get brochures created; send PDF to band directors, asking them if they would be willing to have these available with concert programs (emphasizing that WE will provide the copies for them). Distribute brochures to those schools who are willing to participate.	Jon Meyer Bev School Tom Jadin Joan Biese other interested band members
Fundraising	<p>Mention the need for leaders/chairpersons for fundraising on the NHBFV website.</p> <p>Jon--part of fundraising task force's mission should be looking to get matching funds for providing scholarships for those who would like to join the band but cannot because of financial constraints.</p> <p>Jon mentioned Community Foundation for grants.</p>	<p>Look further into local organizations which have wellness initiatives in place; how can we connect with those organizations to obtain grant funding?</p> <p>Post the need for leaders/chairpersons and members for fundraising task force group in the "Member Area-Announcements" section of our band's website.</p>	<p>Tom Franklin</p> <p>Jon Meyer</p>
Other Task Force Groups Wanted	<p>Posting concerts to Community Calendars</p> <p>Media Coordinator (connect w/local magazines, newspapers, TV, etc.)</p> <p>P/R Printing & Advertising Coordinators</p>	<p>Spring Session posted to TV stations' Community Calendars and 91.1, and will soon post May concert info.</p> <p>Facebook "page" for NHBFV (different from a FB "group," b/c it is open to public) started. If you have a Facebook account, Like it, share it, spread the word!</p> <p>Still seeking task force group/ leadership for Media Coordination, Public Relations Printing, and Advertising tasks as well as someone willing to type Concert Programs.</p> <p>Please post these opportunities in the "Member Area - Announcements" section of our band's website, as with fundraising task force. Do we need to create "interest sign-up sheets" for these?</p>	<p>Renee Millard</p> <p>Renee Millard</p> <p>All Band Members</p> <p>All Band Members</p> <p>Jon Meyer</p>

Closure	Next board meeting TBA. Joan made a motion to adjourn board meeting; Tom Cashman 2nd.	Meeting adjourned at 8:14 p.m. without objection. Meeting minutes composed and respectfully submitted.	Board Members Joan Biese
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