



**SCHOOL OF MUSIC, THEATRE & DANCE  
BAND ALUMNI ASSOCIATION**

UNIVERSITY OF MICHIGAN

**Board of Directors Meeting Minutes  
March 3, 2020**

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## AGENDA - BOARD OF DIRECTORS MEETING

March 3, 2020 – Revelli Hall, 7:00 PM

1. Call to Order
2. Meeting Minutes Approval
3. Conductor's Forum
4. President's Update (Eric)
  - a. Correspondence with National Association of Alumni Bands (NAoAB)
5. Review of Action Items
  - a. In Progress – Concert Instrument Fund (Eric)
    - i. Final list of equipment still being collated. No other updates at this time.
  - b. In Progress - Ideas for feasibility of expanding Homecoming to offset shrinking seating footprint (for 2020)
    - i. Homecoming Changes Select Committee – Report and Recommendations
  - c. In Progress – Michigan Stadium Products Partnership
    - i. Need quote from Website Company and proposed layout.
6. Treasurer's Report (Jeff):
7. Committee Reports:
  - a. Finance Committee (Jeff)
    - i. Fundraising Subcommittee (Eric):
      1. Amazon Smile - continue to advertise via announcements.
      2. Other ideas and options to raise funds?
    - ii. Auditor Update
    - iii. Scholarships
  - b. Reunion Activities Committee (Devonie):
    - i. Homecoming Sub-Committee (Devonie):
      1. Discussion regarding 2020 Homecoming logistics (pending outcome of 5b)
      2. Leaky Bugle display for 2020 Homecoming (Jim R)
      3. Lamination project next steps and update
        - a. I Want to go Back and Blues Brothers updated. Calyptors would need to be modified to make it one sheet.
      4. 2022 Blast will be 125<sup>th</sup> anniversary of Michigan Marching Band – time to start thinking ahead. May be prudent to release 2020 homecoming date (and beyond) as a Save the Date (they are announced through 2021 season on AD website – 10/24/2020 and 09/25/2021)
    - ii. Other Reunions Sub-Committee (Jim R / Rich):
      1. Anniversaries
        - a. 50<sup>th</sup> anniversary of Revelli's last year as director, with special emphasis on '69 and '70 bands.
          - i. Small committee has been formed – Rich, Joe Dobos, Carl Grapentine, and Al McCord.
            1. Details need coordination with modifications to 2020 Blast and beyond.
        - b. European Tour Band – reunion being explored for May 28, 2021.
          - i. Discussions regarding Michigan Union – Rich and committee taking lead
        - c. 1984 Symphony Band Reunion organizing (outside UMBAA) – no update.
      - iii. Parking Lot Award List (at UMBAA discretion, on an as needed basis)
        1. Begin thinking about ideas for 2020 Awards
    - c. Membership Activities Committee (Tex):
      - i. Social Events:
        1. UMS event selected – St. Matthew Passion on 4/5/20. Pre-concert lecture and lunch w/Carl.
          - a. Save The Date sent out in January with M Notes. Details set, need to get registration on the website.
          - b. To be held at Wine cellar at Original Cottage Inn
            - i. Pizza and Salad Buffet, cash bar upstairs
          - c. 30 spots are available, price target per participant:
            - i. With dinner & pre-concert lecture: \$70
        2. Michigan vs MSU "Duel in the D" at LCA. Monday, February 17<sup>th</sup>.
          - a. Recap
        3. Football events/trips – no updates at this time.
          - a. Possibility of an UMBAA Event in Seattle for Michigan Football @ Univ. of Washington?



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- b. Annual bus trip to a Big Ten stadium in 2021 and beyond?
4. MMB Invitation toUMBAA for combined Spring Game performance
- d. Communications Committee (Mary-Catherine):
  - i. Membership Update:
    1. MMB graduation list – no update, Eric is obtaining from Kimberly Smith
  - ii. Website Sub-Committee Update (Jim K):
    1. Action Items / Items in Progress:
      - a. Updates to who gets tickets from website
      - b. Updating board member listing for 2020, financial reports section, past meeting minutes, (get everything “Up to Date”)
      - c. Explore (and get quote) of feasibility of “Preferred Partners” section
    2. If you notice needed updates send to Jim.
  - iii. M Fanfare (Jim K):
    1. Next edition sometime in Q1, preferably – send articles to Jim.
    2. Jim is still looking for a new M Fanfare editor.
  - iv. M Notes (Eric)
    1. M-Notes was re-debuted at end of January and will continue on a monthly basis.
  - v. UMBAA Social Media (FB Group, Twitter)
    - a. Status of Standing Rules update
    - b. Facebook page rules updated.
- e. Governance Committee (Tex):
- f. Ensembles Committee (Brian):
  - i. Concert Band Subcommittee (Jim K):
    1. Update on Winter 2020 Session
  - ii. Pep Band Subcommittee (Tracy):
    1. Softball band update
    2. Gymnastics!
    3. Combined bands with the students for Men’s & Women’s Lacrosse
- g. Nominations Committee (Jim K.): No new items
- h. Student Liaison (Mary-Catherine): No new items
- i. SMTD Liaison (Brian): No new items
- j. Golf Outing (Mike K): No new items
- k. New Member Lunch (Devonie): No new items
  - i. Open to suggestions on new menu/locations to support other diets
- l. Merchandise: No new items
8. Committee Assignments
9. Upcoming Concert Dates and Events (all concerts 8:00 PM at Hill Auditorium, unless otherwise noted):
  - a. Collage Concert – January 18
  - b. Ensembles: Symphony Band Chamber Winds 1/31, Concert Band 2/5, Symphony Band 2/7
10. Future Dates:
  - a. Next Board Meeting: June 2 (Planning Call 1 week prior, final time/date TBA)
11. Review New Action Items
12. For the Good of the Association
13. Adjournment



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## Meeting Notes

### Attendance

- In person: Eric M., Jim K., Pete D., Kyle M., Mandy S., Jeff H., Tracy R., Jim R., Jim D., Chris A., Brian I., Mary Catherine G., Evelyn L.
- Online: Tracy R., Jim D., Chris A., Brian I., Devonie T.

- 1) Call to order 7:02PM
- 2) Approval of meeting minutes
  - o Motion by Jeff, second by Jim
  - o Passed Unanimously
- 3) Conductor's Forum
  - o No Updates
- 4) President's Updates
  - o Eric and Nathan are looking to participate in National Association of Alumni Bands conference, UMBAA has had a presence in the past. Looking to re-establish presence.
- 5) Review of Action Items
  - o Concert Instrument Fund: Final list of equipment being worked on by Chuck and Dr. Frey.
  - o Homecoming Update:
    - Proposal from Athletics: Section 14, first 30 rows, 500 person limit, 700 seats reserved.
    - UMBAA member will have to pay for tickets (\$75 for 2020), purchased directly from Athletics. UMBAA is not required to sell full quantity.
    - Need to know quantity by 8/15.
    - Offer extended in perpetuity.
    - Discussion Items
      - Instruments: We will have coverage on instruments. Eric M. to work on count for instruments so that website can ensure we do not over-sell.
      - Flip Folders: May need to purchase more flip folders.
      - Cost: Concern cost may be too high for members compared to previous.
        - o Possible solution: Have people who can purchase multiple tickets but some for others.
        - o Possible solution: Donations at golf outing to support cost coverage.
      - Overall feeling: Better solution than we hoped for.
      - UMBAA to look at room block for homecoming week as well.
      - Logistics: need to confirm
        - o Refund plan with athletics: need to determine process
        - o Price: Target under \$100 if possible.
    - Motion from the Homecoming Sub Committee: Motion to accept proposal from Athletics
      - Discussion mentioned above
      - Motion passed unanimously, Eric M. abstains.
  - o Michigan Stadium Products Partnership: Quote sent to Jeff and Chris, need quote from website company.
- 6) Treasurer's Report
  - o Net operating income low due to timing of golf outing.
  - o 2020 membership on 2019 membership pace
- 7) Committee Reports:
  - a) Finance Committee
    - Will review with Kim if there is any opportunity for more donations.
    - Audit of report coming this week.
    - Amazon smile: will be on all communications from UMBAA moving forward.
  - b) Reunion Activities Committee
    - Homecoming Logistics
      - o Motion by Jim K. to set UMBAA Homecoming price at \$20 for registration (\$95 total with ticket). Second by Mary Catherine.
        - Discussion listed above.



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- Motion passed unanimously. Eric M. abstains.
  - Lamination Project Updates: Would like assistance from Grad staff or students to make Calyptors a single sheet.
  - Parking Lot Award List: 2 min target for group
  - c) Membership Activities Committee
    - UMS Event – St. Matthew Passion
      - o Announcement sent out regarding event, 6 sold as of time of meeting.
    - Duel in the D: 5 people used our code.
    - MMB Invitation to UBAA for combined Spring Game Performance: 4/18/20, more details to follow.
  - d) Communication Committee
    - Quote in process for “Preferred Partners” section of website. In addition, there are other background software updates in process for the website, may cost a little to update.
    - Mail Chimp subscription updated and operational.
    - UMBAA Standing Rules: Added rules to website, governance committee to update standing rules.
  - e) Governance Committee: No Updates
  - f) Ensembles Committee
    - Softball Band: 4/5, 4/15, 4/24, Regional and/or Super Regional.
    - Gymnastics went well, lots of playing.
  - g) Nominations Committee: No updates
  - h) Student Liaison: No updates
  - i) SMTD Liaison: No updates
  - j) Golf Outing: Looking into credit card reading options, silent auction items.
  - k) New Member Lunch: No updates
  - l) Merchandise: No updates
- 8) Committee Assignments: To be removed for next meeting.
- 9) Upcoming Concert Dates and Events: No updates
- 10) Future Dates:
- 11) Review New Action Items
  - o Next critical item of discussion is Homecoming rollout
- 12) For the Good of the Association
- 13) Adjournment
  - o Motion by Brian
  - o All members save Jim K. approve



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**Supplemental Meeting: Emergency Homecoming Meeting**

March 23, 2020 at 7:30pm

Attendance (online only)

Jim D., Eric M., Kevin W., Kyle M., Sarah W., Brian I., Jim K., Chris A., Rich A., Mandy S., Michael L., Mary Catherine G., Jeff H.

Call to order: 7:33pm

- Update from Dr. Pasquale: there was a miscommunication between Athletics and the MMB regarding homecoming. Athletics is requesting payment for all seats (e.g. 700 seats for a 500 member band), rather than just for band seats. This equates to roughly a \$15,000 additional charge at full capacity.
  - o Athletics is willing to cover half of the cost this year due to the communication error (~\$8,000), MMB willing to support a quarter of the cost (~\$4,000).
  - o Overall, this would add ~\$16 total per person
- Motion by Chris to accept athletics proposed offer, in which Athletics will share half of the cost for one year of the extra tickets for the alumni band, to be revisited next year.
  - o Kevin Second
  - o Discussion
    - Late members caught up on topic
  - o Unanimously passed, Eric M. abstains
- Motion to Adjourn by Brian
  - o Second by Chris



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**Supplemental Meeting: Emergency Homecoming Meeting Follow Up**

March 31, 2020 at 7:30pm

Attendance (online only)

Jim R., Eric M., Kevin W., Kyle M., Sarah W., Jim K., Chris A., Rich A., Mandy S., Michael L., Mary Catherine G., Jeff H. Tracy R., Devonie T., Amanda, Stephanie G., Jim D.

Call to order: 7:33pm

Meeting purpose: to review cost information related to updated proposal from Athletics to determine homecoming cost.

- Inputs to calculation
  - o Computed on FY2017-2020
  - o Removed items – Golf Outing and Endowment (flow through, no impact)
  - o Margins were calculated for each FY
  - o Projected net income was calculated for FY2021
    - Includes new expenses (MailChimp monthly payments, etc.)
    - Assumes similar participation and membership
- Results: Net income
  - o 2017-2019: \$8,800 - \$16,000
  - o 2020: \$9,000
  - o 2021: Projected \$4,500 based on previous \$20 price.
- Takeaways
  - o UMBAA can absorb the cost for this year, but organization will be less flexible
- Discussion
  - o Can possibly utilize savings for organization to offset if needed
  - o Eric: Preference would be to stay under \$100 for total cost, but do not want to sink organization to achieve it.
  - o Kevin: Would worry about next year, not this year. Incremental increase and scope creep every year may be a worse solution.
    - Eric: Price for tickets could fluctuate, thus price changes might occur anyway. Communicating to everyone that it is two separate fees, rather than the opposite.
  - o Jim K: Cost sharing proposal this year, may not be present next year
    - Eric: Theoretically for next year, this could be added to the athletics cost, would be something we need to discuss.
    - Chris and Kevin agree, Jim D. mentions that it is a benefit to clarify cost split for membership.
  - o Eric: Personal proposal would be to keep it under \$100 and absorb enough to cushion things. Also, if we can get more attendance, that helps as well.
    - Kevin: Build the base this year, and then price upcharge.
  - o Jim K.: Would need to review renewal period as well, as for this year some could be “playing for free” if renewal date is still in August when we would have opened registration previously.
    - Eric: Need to review auto versus manual renewal of membership to determine impact. May need to institute a check for this during registration.
  - o Straw Poll for UMBAA-Covered Cost versus charging Full Cost
    - UMBAA-Covered: Chris, Mandy
    - Full Price: Jeff, Eric, Rich, Tracy, Jim R., Jim D., Devonie, Jim K., Kevin, Sarah, Mary Catherine, Stephanie, Tex, Kyle
- Motion by Jim K. to revise participation fee for homecoming to \$30 (\$105 total)
  - o Second: Many
  - o Passed unanimously, Eric M. abstains.



# Treasurer's Report

*March 2020*



## The University of Michigan Band Alumni Association Balance Sheet Comparison

As of March 1, 2020

### Funds Available For Use

\$53,659 Total Savings

(\$9,980) Life Member Funds

(\$2,445) Endowment Funds

(\$1,617) Concert Inst Funds

▶ \$37,043

Feasible to use \$15,000 now for:

- Scholarship endowment
- Concert Instrument funding
- Other?

	Total	
	As of Mar 1, 2020	As of Mar 1, 2019 (PY)
<b>ASSETS</b>		
Current Assets		
Bank Accounts		
PNC Checking	2,558.93	1,649.33
Concert Instrument Fund	0.00	0.00
Endowment Funds	0.00	0.00
<b>Total PNC Checking</b>	<b>\$ 2,558.93</b>	<b>\$ 1,649.33</b>
PNC Money Mkt Savings	37,058.79	30,804.48
Concert Instrument Fund	1,617.00	577.00
Endowment Funds	2,445.00	0.00
Lifetime Membership Funds	9,980.00	7,580.00
<b>Total PNC Money Mkt Savings</b>	<b>\$ 51,100.79</b>	<b>\$ 38,961.48</b>
<b>Total Bank Accounts</b>	<b>\$ 53,659.72</b>	<b>\$ 40,610.81</b>
<b>Total Current Assets</b>	<b>\$ 53,659.72</b>	<b>\$ 40,610.81</b>
<b>TOTAL ASSETS</b>	<b>\$ 53,659.72</b>	<b>\$ 40,610.81</b>
<b>LIABILITIES AND EQUITY</b>		
Liabilities		
Current Liabilities		
Credit Cards		
PNC Credit Card	0.00	0.00
<b>Total Credit Cards</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>
<b>Total Current Liabilities</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>
<b>Total Liabilities</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>
Equity		
Opening Balance Equity	38,504.55	38,504.55
Retained Earnings	16,194.23	15,113.41
Net Income	-1,039.06	-13,007.15
<b>Total Equity</b>	<b>\$ 53,659.72</b>	<b>\$ 40,610.81</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$ 53,659.72</b>	<b>\$ 40,610.81</b>

## The University of Michigan Band Alumni Association Profit and Loss Comparison

July 1, 2019 - March 1, 2020

Total

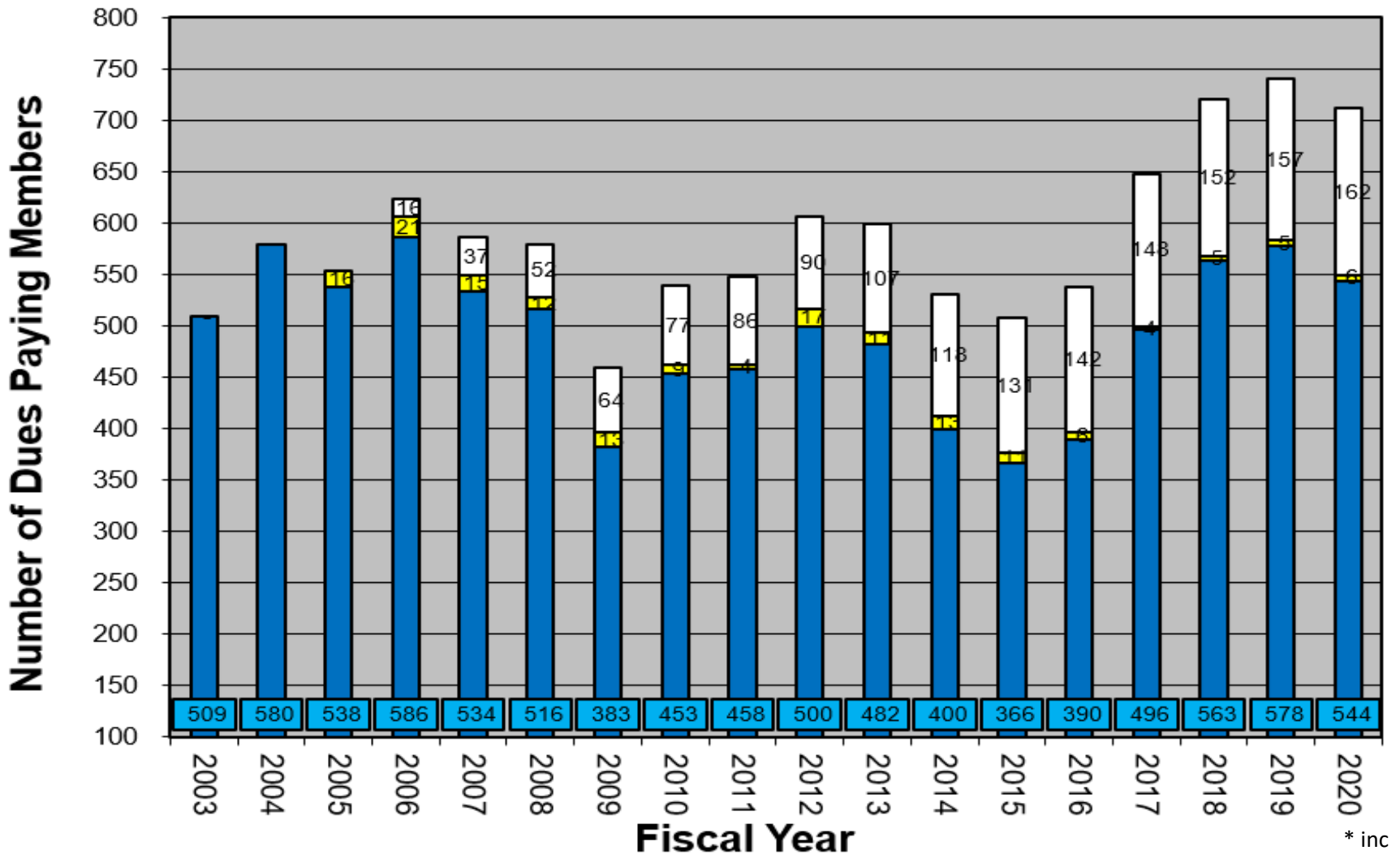
	Jul 1, 2019 - Mar 1, 2020	Jul 1, 2018 - Mar 1, 2019 (PY)
<b>Income</b>		
Revenue	0.00	0.00
Amazon	150.51	131.16
Concert Band Donations	172.00	111.00
Concert Band Participation Fees	2,760.00	2,790.00
Concert Instrument Fund	1,116.00	678.00
Endowment (General)	2,475.00	4,063.00
Golf Outing	3,110.00	1,675.00
Participant	5,040.00	7,070.00
Sponsor	3,200.00	2,230.00
Total Golf Outing	<b>\$ 11,350.00</b>	<b>\$ 10,975.00</b>
Homecoming BBQ	265.00	355.00
Homecoming Participation Fee	9,330.00	11,010.00
Interest Income	147.25	401.83
Membership - Annual	10,880.00	10,960.00
Membership - Lifetime	2,400.00	1,600.00
Total Revenue	<b>\$ 41,045.76</b>	<b>\$ 43,074.99</b>
Total Income	<b>\$ 41,045.76</b>	<b>\$ 43,074.99</b>
Gross Profit	<b>\$ 41,045.76</b>	<b>\$ 43,074.99</b>

Expenses		
Communications	0.00	0.00
Web Site - Periodic Expenses	501.74	1,097.83
Web Site - Upgrades	3,360.00	0.00
Total Communications	<b>\$ 3,861.74</b>	<b>\$ 1,097.83</b>
Ensembles	90.00	513.00
Conductor Fees	800.00	1,925.00
Facility Rental	2,192.00	500.00
New Instruments	0.00	4,961.00
Supplies	0.00	287.31
Total Ensembles	<b>\$ 3,082.00</b>	<b>\$ 8,186.31</b>
Finance	0.00	0.00
Bank Charges, Processing Fees	51.04	0.00
Insurance	250.00	250.00
Michigan Annual Report	20.00	20.00
Stripe Fee	561.28	690.08
Stripe - Golf Outing	216.43	234.49
Stripe - Membership Dues	557.70	512.54
Total Stripe Fee	<b>\$ 1,335.41</b>	<b>\$ 1,437.11</b>
Total Finance	<b>\$ 1,656.45</b>	<b>\$ 1,707.11</b>
Homecoming Expenses	81.89	194.07
Friday BBQ	2,050.00	1,593.59
Supplies	1,718.20	410.00
Total Homecoming Expenses	<b>\$ 3,850.09</b>	<b>\$ 2,197.66</b>
Membership Activities	1,839.20	102.50
Band Week Lunch	1,205.91	1,192.62
Endowment (General)	0.00	19,557.00
Endowment (Golf Outing Proceeds)	8,380.00	7,405.00
Golf Outing Expenses	18,139.43	14,636.11
Total Membership Activities	<b>\$ 29,564.54</b>	<b>\$ 42,893.23</b>
Reunion	0.00	0.00
UMS Tickets	100.00	0.00
Total Reunion	<b>\$ 100.00</b>	<b>\$ 0.00</b>
Total Expenses	<b>\$ 42,114.82</b>	<b>\$ 56,082.14</b>
Net Operating Income	<b>-\$ 1,069.06</b>	<b>-\$ 13,007.15</b>
Net Income	<b>-\$ 1,069.06</b>	<b>-\$ 13,007.15</b>

## 2020FY Membership Update

Rev: 01-Mar-2020

- Carry-over Lifetime Members
- New Lifetime Members
- Regular Members



\* inc

30-Sep-2019

### UMBAA Endowment & Scholarships

