



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

UNIVERSITY OF MICHIGAN

**Board of Directors Meeting Minutes
September 15, 2020**

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AGENDA - BOARD OF DIRECTORS MEETING
September 15, 2020 – Zoom Videoconference, 7:00 PM

1. Call to Order
2. Meeting Minutes Approval
3. Conductor's Forum
4. President's Update (Eric)
 - a. Update on National Association of Alumni Bands (NAoAB)
 - i. Alternative Alumni Bands events due to cancelation of the Season
 - ii. Another webinar on the 30th
 - iii. Liaison position?
5. Review of Action Items
 - a. In Progress – Concert Instrument Fund (Eric) – ON HOLD DUE TO COVID
 - i. Final list of equipment with Richard Frey for prioritization and replacement recommendations.
 - b. In Progress – Michigan Stadium Products Partnership
 - i. Need quote from Website Company and proposed layout – *See Communication Cmte. Report below*
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. Update from May 2020 committee meeting for Homecoming 2020 rollout
 - a. General Membership Meeting & Homecoming 2020 - Virtual? With Patch? Set date?
 2. Leaky Bugle display for 2021 Homecoming (Jim R)
 3. Lamination project next steps and update
 - a. I Want To Go Back and Blues Brothers updated. Calyptors needs mods to make one sheet.
 4. 2022 Blast will be 125th anniversary of Michigan Marching Band – time to start thinking ahead. May be prudent to mention at general membership meeting as a Save the Date for future homecomings (they are announced through 2021 season on AD website – 09/25/2021)
 - ii. Other Reunions Sub-Committee (Jim R / Rich):
 1. Anniversaries
 - a. 50th 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 update – ON HOLD DUE TO COVID
 - a. Carl looking at 3 concerts to replace canceled attempt.
 2. Symphony band concert this year? – ON HOLD DUE TO COVID
 3. Football events/trips
 - a. Annual bus trip to a Big Ten stadium in 2021 and beyond?
 4. MMB Invitation to UMBAA for combined Spring Game performance
 - d. Communications Committee (Mary-Catherine):
 - i. Membership Update:
 1. Next step is to blast out email to all graduates - SENT
 - a. Free year extended due to COVID situation



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- ii. Website Sub-Committee Update (Jim K):
 - 1. Action Items / Items in Progress:
 - a. Updates to who gets tickets from website
 - b. Update on "Preferred Partners" section
 - 2. If you notice needed updates send to Jim.
 - iii. M Fanfare (Jim K):
 - 1. Next edition sometime in Q3, preferably (if possible) – send articles to Jim.
 - 2. M Fanfare re-work?
 - 3. Jim is still looking for a new M Fanfare editor.
 - iv. M-Notes (Eric)
 - 1. On hold pending COVID
 - v. UMBAA Social Media (FB Group, Twitter)
 - e. Governance Committee (Tex):
 - f. Ensembles Committee (Brian): ON HOLD PENDING COVID
 - i. Concert Band Subcommittee (Jim K):
 - ii. Pep Band Subcommittee (Tracy):
 - g. Nominations Committee (Jim K.): No new items
 - i. Re-Ups:
 - ii. Open Spots:
 - h. Student Liaison (Mary-Catherine): No new items
 - i. SMTD Liaison (Brian): No new items
 - j. Golf Outing (Mike K):
 - i. Raised just over \$4,000 this year.
 - k. New Member Lunch (Devonie): No new items
 - i. Open to suggestions on new menu/locations to support other diets
 - l. Merchandise:
 - i. Homecoming items
8. Upcoming Concert Dates and Events (all concerts 8:00 PM at Hill Auditorium, unless otherwise noted):
9. Future Dates:
 - a. Next Board Meeting: Tuesday, November 10
10. Review New Action Items
11. For the Good of the Association
12. Adjournment



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Attendance: Rich A., Kyle, Eric, Michael, Jim D., Mary Catherine, Brian, Jim K., Kevin, Sarah, Jim R., Mandy, Jeff, Devonie, Tracy, Sheri, Chris.

Guests: Dr. John Pasquale

- 1) Call to order: 7:04pm
- 2) Meeting minutes approval
 - **Motion by Rich A. to approve meeting minutes**
 - o Second by Jeff.
 - o **Passes unanimously**
- 3) Conductor's Forum
 - Dr. Pasquale Update
 - o MMB would have been awesome based on auditions.
 - o Decision to go virtual driven by new studies in late July, specifically regarding asymptomatic spread in a random group.
 - o Original comeback plan reviewed and approved by multiple levels of the university including UHS.
 - o Virtual MMB
 - MMB working on halftime shows, stay tuned for updates.
 - Modules for academics: Multiple options for life related items.
 - o If Football comes back, based on current situation, the thought is that things will stay remote. The MMB is working on direction with Athletics and the university based on latest information.
 - o Budgetary implications: This year would have been the purchase for the Alumni Band polos. If needed, order would need to come from UMBAA rather than the MMB due to budget.
 - o MMB Network - Want to start a networking opportunity for UMBAA to Current students (mentorship).
 - o New uniforms - 10 year cycle coming. Feedback form to be sent out to alumni, open to suggestions.
 - o Questions:
 - Eric: Funding Support for MMB halftime show
 - Dr. Pasquale: Concert Band takes priority
 - Dr. Snyder Update
 - o SMTD has budget shortfall. Most purchases have been "Flexband" piece written for full instrumentation but condensed down to play with any mix of instruments.
 - o List of scores to the tune of \$700 for both concert and symphony. Concert band is around \$400, which is priority.
 - o \$400 Additional possible for non-major bands requested by Dr. Pasquale (U-Band and Campus Band).
 - Jeff: \$500 in the budget currently, can move things around to support the full \$1,100.
 - Additional \$700 would be from removing food from the board meetings.
 - **Motion by Jeff: Not to exceed \$1,200 of funds available utilizing funds from score budget and food from board meetings.**
 - Second by Brian.
 - **Motion passes unanimously.**
- 4) President's update
 - a. NAOAB
 - Logo for the NAOAB to be added to the website, as UMBAA is a charter member.
 - b. Alumni Events due to cancellation ideas
 - c. Another webinar on the 30th
 - Jim R. may be able to attend, Eric to send over info.
 - d. Liaison Position?
 - Discussion about position held, to be brought up after new board election.
- 5) Review action items
 - a. Concert instrument fund - On hold due to COVID
 - Updated list of percussion instruments to be sent, will follow up on pursuing this depending on flexband pieces.



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- b. Michigan Stadium Products Partnership
 - Integration to website still in process.
- 6) Treasurer's Report:
 - Annual Renewals coming in.
 - Income statement:
 - o Endowment contributions is zero compared to last year.
 - Originally concerned, but a lot of the donations come in from signing up from homecoming. With automatic renewal, likely not present currently.
 - Jim: Link on website sends directly to the UMich Endowment website for UMBAA fund, thus why they are not showing up on our end.
 - o Membership renewal: moving slower than typical
 - o Golf Outing: \$4k pushed to endowment fund.
 - o Hiroku: Dropped to \$20, so saving some money there.
 - Budget Discussion:
 - o Line Items Reduced:
 - Concert band reduced by 50% due to lack of band this fall.
 - Suggestion to remove \$700 for food for board meetings, discussed above and approved.
 - Suggestion to remove Website upgrades: remove a significant piece if not all this year. Need to verify if password reset issue needs website supplier support, likely can reduce by at least \$1,000.
 - o Suggestion to remove budget for winter concert band as well.
 - Membership: Slower than usual due to lack of homecoming.
 - Endowment: Numbers updated for 2020 Fiscal Year.
 - o Dispatchment is actual, question if dispatchments can increase.
 - Questions
 - o MMB Support: If possible, can we propose a number currently for what we can offer?
 - Jeff: Challenging question, can be wide open.
 - Target would be regarding halftime shows mainly. Not something we have to pursue, just something to look at to help support.
 - Jeff: There is opportunity.
- 7) Committee Reports:
 - a. Finance committee
 - i. Fundraising Subcommittee
 - ii. Auditor Update
 - Report audited with no issues noted.
 - iii. Scholarships
 - Will look into increasing scholarship dispatchments.
 - b. Reunion Activities Committee
 - i. Homecoming Sub-Committee
 - 1. Homecoming Discussion
 - General meeting via Zoom: Target date TBD based on Football decision.
 - As part of announcement, will look at including form regarding MMB network start.
 - Homecoming sub-committee meeting to be established following football timeline release to discuss specifics.
 - ii. Other reunions sub-committee
 - Due to COVID, UMBAA will not support on-site, in-person events. To be re-established once situation improves.
 - iii. Parking Lot Awards List
 - Target to put awards on hold for this year, to be handed out in person next year
 - c. Membership activities committee
 - i. Social Events
 - All events on hold currently.
 - d. Communications Committee
 - ii. Membership Update



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- Free year of membership to be extended for all new members due to pandemic.
 - iii. Website Sub-Committee Update
 - Password resets currently an issue, website team working on fix.
 - iv. M Fanfare
 - Board to review M Fanfare as it stands currently, may look at a new format.
 - v. M-Notes
 - vi. UMBAA Social Media
 - Facebook group has added 400-500 members over the last few months, good interaction on the site.
 - e. Governance Committee
 - f. Ensembles Committee
 - APB Directors working on a survey for the members.
 - g. Nominations Committee
 - 2 current members would not like to re-up, have at least 2 spots to fill currently.
 - h. Student Liaison
 - i. SMTD Liaison
 - SMTD has absorbed the LS&A music minors.
 - j. Golf Outing
 - k. New Membership Lunch
 - Reviewing options based on current situation, additional discussion to occur based on Football decision and MMB direction.
 - l. Merchandise
 - Board to look at rollout of merchandise opportunities for general meeting. Specifics TBD.
- 8) Upcoming Concert Dates
- 9) Future Dates
- 10) Review New Action Items
 - Homecoming Sub Committee meeting pending football schedule.
- 11) For the good of the Association
- 12) Adjournment: Motion at 8:33pm by Kyle, Second by All.

Treasurer's Report

September 2020

The University of Michigan Band Alumni Association

BALANCE SHEET COMPARISON

As of September 13, 2020

	TOTAL	
	AS OF SEP 13, 2020	AS OF SEP 13, 2019 (PY)
▼ ASSETS		
▼ Current Assets		
▼ Bank Accounts		
▼ PNC Checking	6,915.48	5,199.72
Concert Instrument Fund	0.00	0.00
Endowment Funds	0.00	0.00
Total PNC Checking	6,915.48	5,199.72
▼ PNC Money Mkt Savings	32,087.96	51,966.08
Concert Instrument Fund	1,617.00	492.00
Endowment Funds	0.00	2,085.00
Lifetime Membership Funds	12,880.00	9,180.00
Total PNC Money Mkt Savings	46,584.96	63,723.08
Total Bank Accounts	\$53,500.44	\$68,922.80
Total Current Assets	\$53,500.44	\$68,922.80
TOTAL ASSETS	\$53,500.44	\$68,922.80
▼ LIABILITIES AND EQUITY		
▼ Liabilities		
▼ Current Liabilities		
▼ Credit Cards		
PNC Credit Card	0.00	991.01
Total Credit Cards	\$0.00	\$991.01
Total Current Liabilities	\$0.00	\$991.01
Total Liabilities	\$0.00	\$991.01
▼ Equity		
Opening Balance Equity	38,504.55	38,504.55
Retained Earnings	9,117.38	16,194.23
Net Income	5,878.51	13,233.01
Total Equity	\$53,500.44	\$67,931.79
TOTAL LIABILITIES AND EQUITY	\$53,500.44	\$68,922.80

Financial review completed on
 14-Sep-2020 with C. Alvey

The University of Michigan Band Alumni Association

PROFIT AND LOSS COMPARISON

July 1 - September 13, 2020

	TOTAL	
	JUL 1 - SEP 13, 2020	JUL 1 - SEP 13, 2019 (PY)
▼ Income		
▼ Revenue	0.00	0.00
Amazon	69.32	54.90
Concert Band Participation Fees	0.00	1,800.00
Concert Instrument Fund	0.00	890.00
① Endowment (General)	0.00	2,285.00
▼ Golf Outing	0.00	3,110.00
Mulligans	315.00	0.00
Participant	7,725.00	5,185.00
Skins	340.00	0.00
Sponsor	6,500.00	3,200.00
Total Golf Outing	14,880.00	11,495.00
Homecoming BBQ	0.00	245.00
Homecoming Participation Fee	0.00	8,850.00
Interest Income	11.39	96.72
Membership - Annual	5,900.00	7,540.00
Membership - Lifetime	② 0.00	1,200.00
Total Revenue	20,860.71	34,456.62
Total Income	\$20,860.71	\$34,456.62
GROSS PROFIT	\$20,860.71	\$34,456.62

▼ Expenses		
Communications	119.98	0.00
▼ Ensembles	0.00	0.00
Facility Rental	-846.00	0.00
Total Ensembles	-846.00	0.00
▼ Finance	0.00	0.00
Bank Charges, Processing Fees	48.51	189.03
Dues & subscriptions	200.00	0.00
Insurance	250.00	0.00
▼ Stripe Fees	0.00	495.04
Stripe - Membership Dues	260.38	372.99
Total Stripe Fees	260.38	868.03
Total Finance	758.89	1,057.06
▼ Homecoming Expenses	0.00	0.00
Supplies	68.44	727.19
Total Homecoming Expenses	68.44	727.19
▼ Membership Activities	0.00	237.50
Band Week Lunch	0.00	846.00
③ Endowment (Golf Outing Proceeds)	4,057.00	0.00
▼ Golf Outing Expenses	10,452.75	18,139.43
Stripe Fee - Golf Outing	371.14	216.43
Total Golf Outing Expenses	10,823.89	18,355.86
Total Membership Activities	14,880.89	19,439.36
Total Expenses	\$14,982.20	\$21,223.61
NET OPERATING INCOME	\$5,878.51	\$13,233.01
NET INCOME	\$5,878.51	\$13,233.01

Cash basis Sunday, September 13, 2020 07:08 PM GMT-04:00

Financial review completed on
14-Sep-2020 with C. Alvey

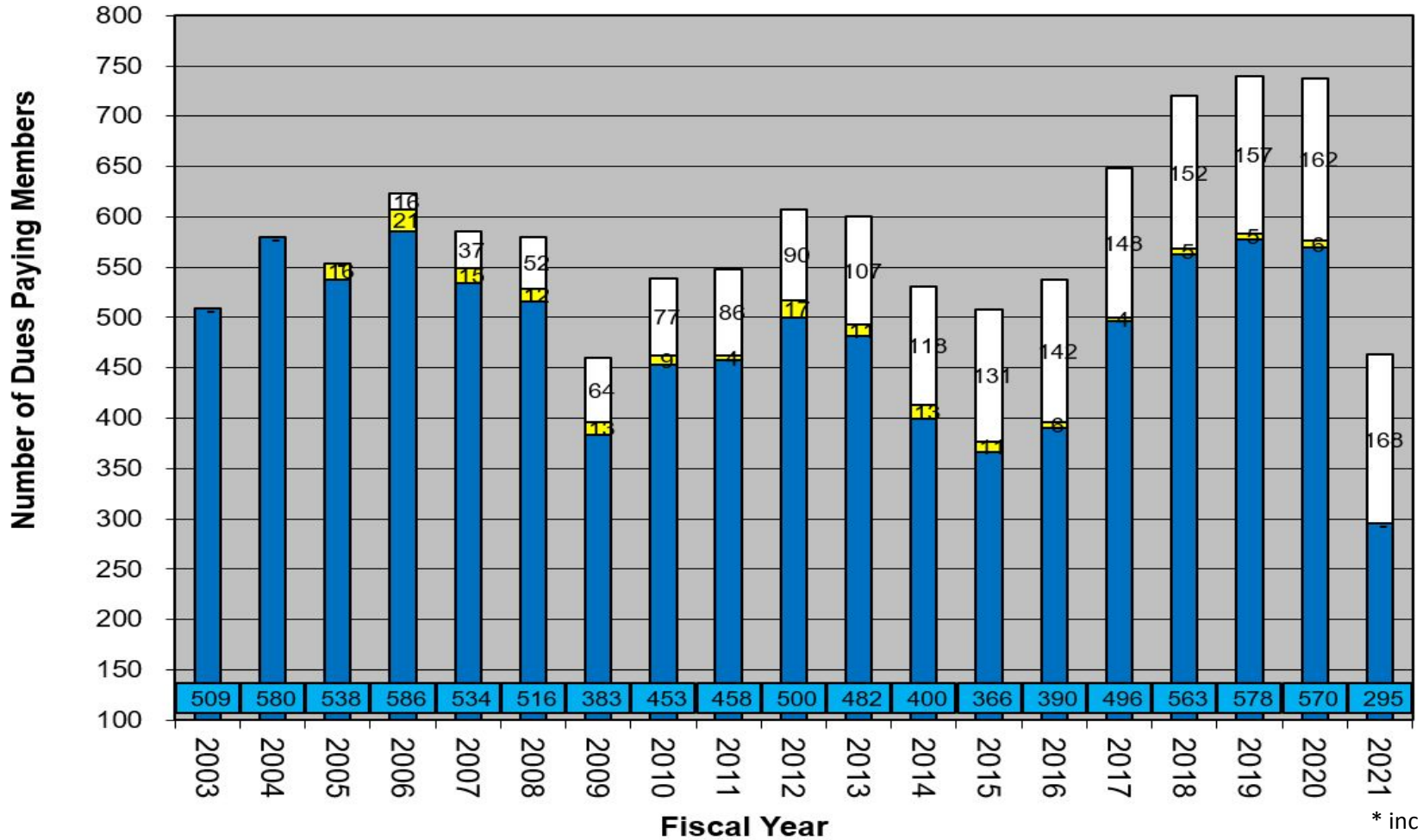
1. Note budget adjustments in line with known changes due to COVID-19
2. Recommend the following budget cuts
 - a. Remove \$700 for food for board meetings
 - b. Remove remaining budgeted revenue and expenses for Alumni Concert Band
 - c. Remove all website upgrades for FY2021

UMBAA 2021 FY Proposed Budget 13-Sep-20	Fiscal Year		comments
	2021		
	Budget	Actual	
Income			
Concert Band Participation Fees	1,500.00		Reduced by 50%
Concert Band Donations	100.00		Reduced by 50%
Savings Account Interest	150.00	\$ 11.39	
Amazon Smile Revenue	175.00	\$ 69.32	
Homecoming Participation Fee	0.00	\$ -	Cancelled for fall 2020, \$9k removed estimate 525
Membership - Annual	10,500.00	\$ 5,900.00	
Membership - Lifetime	800.00	\$ -	
Total Revenue	\$13,225.00	\$5,980.71	
Expenses			
Communications			
Michigan Annual Report	20.00		
Postal Permit	0.00	\$ -	
Printing, Postage, Supplies	20.00	\$ -	
Web Site - Periodic Expenses			
SSL Namecheap renewal	0.00		Renewed in May 2020 for 3 years
Mailchimp monthly fee	720.00	\$ 120.00	
Web Site - Upgrades	1,500.00		
Total Communications	\$2,260.00	\$ 120.00	
Ensembles			
Concert Band: Conductor fees	800.00		reduced by 50%
Concert Band: Facility Rental	1,050.00		reduced by 50%
Concert Band: Supplies	150.00		reduced by 50%
Concert Band: Extra musicians	175.00		reduced by 50%
Alumni Pep Band: Conductor stipends	1,000.00		
Score purchases for campus and SMTD bands	500.00	\$ -	
New concert instrument donation	3,000.00	\$ -	
Total Ensembles	\$6,675.00	\$ -	
Finance			
Michigan Annual Report	20.00		
Bank Charges, Processing Fees	0.00	\$ 49.00	
Dues & subscriptions	100.00		
Quickbooks	215.00		
Nat Assoc of Alumni Bands	200.00	\$ 200.00	
Insurance	250.00	\$ 250.00	
Stripe Fee	1,300.00	\$ 631.00	
Total Finance	\$2,085.00	\$ 1,130.00	
Homecoming Expenses	200.00		
Friday BBQ	0.00		Cancelled for fall 2020, \$2k removed
KKY/TBS Reception		\$ -	
Supplies	600.00		Reduced by 50%
Total Homecoming Expenses	\$800.00	\$ -	
Membership Activities	200.00		
Board meetings	700.00		misc food for board meetings
Endowment	0.00	\$ -	
Band Week Lunch	0.00		Cancelled for fall 2020, \$1.25k removed
Fall & Winter Concert Receptions	0.00	\$ -	
Total Membership Activities	\$900.00	\$0.00	
Reunion	0.00		
Total Expenses	\$12,720.00	\$1,250.00	
Net Operating Income	\$505.00	\$4,730.71	

2021FY Membership Update

Rev: 13-Sep-2020

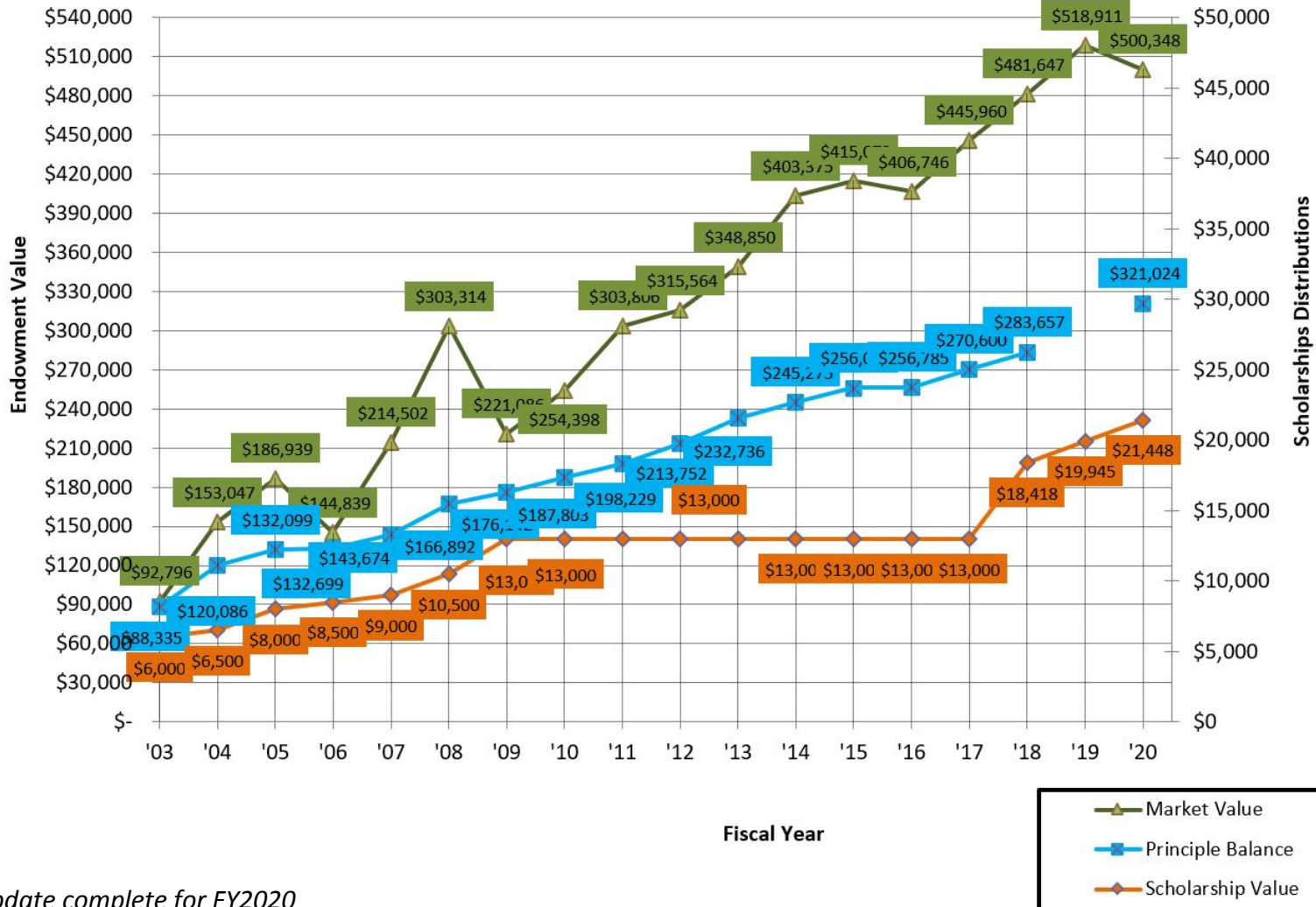
- Carry-over Lifetime Members
- New Lifetime Members
- Regular Members



* inc

13-Sep-2020

UMBAA Endowment & Scholarships



Update complete for FY2020