

AGENDA - BOARD OF DIRECTORS MEETING

May 6, 2025 – Videoconference, 7:00 PM

NOTES – Items in **YELLOW** – Action Items in **GREEN**

Attendees:

Chris Alvey, Eric Miller, Jeff Henderson, Jim Kozich, Joe Dobos, Keon Rasouli, Kevin Wroblewski, Sarah Wroblewski, Monica Vogel, Rachel Donato, Stephen Foster, and Tracy Rudd.

1. Call to Order **7:06**
2. President's Update (Chris)
 - a. Welcome new Board Member Keon Rasouli!
 - **Quick history/introductions of board members on the call – Keon's first year was 2020, Flag and Tuba in Hockey Band.**
3. Review of Previous Action Items (Chris)
 - a. January Meeting Minutes – Review for Approval – Motion to approve by **Eric, Tracy seconded**
Motion passed unanimously
 - b. January Meeting Action Items
 - Jeff - Move alumni band percussion to smaller storage unit **[DONE]**
 - Jeff - Send out budget summary for review **[DONE]**
 - Chris - Follow up with KB on gift agreement for European trip **[DONE by Eric]**
 - Communications - "Save the date" email for Homecoming **[DONE? Kyle] – In Progress – waiting for the seniors to be added to the list.**
 - All - Follow up on Kevin's email on documenting board & committee responsibilities **[ONGOING]**
 - Monica - Work with Kevin to move the above to Google Drive Board folder **[DONE]**
 - All - Send suggestions for filling open board position to Chris **[DONE] Added Keon Rasouli**
4. Finance Committee
 - a. Treasurer's Report (Jeff) –
 - **Jeff shared the finance update – see folder – 1st Q results – pretty similar to last year with a slight uptick. Jeff has added more details. Lifetime member funds in a CD at the moment – will be reinvested at end of term. Jeff is looking to keep the lifetime membership dollars separate. Rachel has reviewed details with Jeff in advance of the meeting tonight.**
 - **Jeff is working on the storage unit – reduced the monthly cost and adding shelving – Eric offered to assist if able with schedule.**
 - **Added budget line for the symphony band tour.**
 - Concert Band Instrument Fund
 - Auditor's Update (Rachel)
 - **The outstanding checks (directors) were addressed per Rachel.**
 - b. Fundraising
 - Golf Outing (Mike K)
 - **Set for August 3rd**
 - **University added +10 increase for golf, +30 for food – Thus to work on additional sponsors and reduce some content to keep costs more inline.**
 - **Looking to identify additional new sponsors.**
 - **Chris will ask Mike to update the Sponsor Levels so it can be used in marketing/contact efforts.**
 - Alumni Band Apparel (Chris)
 - **Looking to add some items to coincide with Homecoming this year – Chris will be**



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soliciting via an email with ideas and feedback.

- Discussions on frequency of offer – make sure of more marketing opportunities, FB and such.
- Discussions on logo update – Eric confirmed he can provide updated graphics if needed (if we decide to offer anything in maize instead of blue, we'd need to switch the logo colors)

c. Funding Open Items

- Support for MMB European Trip - final discussion & vote (Eric)
 - Two items to review –
 - 1). Updated language for the UMBAA Scholarship Fund – this is an expansion of the Fund's purpose.
 - Allows funding for items that may not be within a scholarship – i.e. travel like for the MMB European Tour.
 - The language in the letter provided by Kimberly Baumgartner is good but is to be adjusted to be The University of Michigan Bands (deleting "Marching") since it applies to all Bands).
 - Motion to approve the updated language by Jeff and seconded by Eric – **Motion passed unanimously**
 - **Eric to communicate to Kimberly Baumgartner and get signature by Chris as President. –Eric to add to folder in the Financials Folder.**
 - 2). Specific support for 3 Alumni Drumline members – \$8,250, and support for the Mountain GoKarts activity during the trip - \$9,000 and \$1,000 for a Group Hike.
 - Jeff made a motion for \$18,250 to support the above two items. Second by Rachel. **Motion passed unanimously. Jeff to make the transfers to the accounts provided within Kimberly Baumgartner's email detailing the appropriate account numbers.**
 - Some additional discussion ensued around the need to spend down the overage in the expendable account – now required by the University to remain compliant.
 - Kimberly Baumgartner joined to call to help define the details. The current guarantee is set at around 4.5% based on a seven-year average. We are looking to maintain the current Scholarship Levels. Kimberly will use the projection tool to give us more data to make a decision on. Jim was concerned about potentially reducing the number of scholarships in the future – we wish to maintain the current 16 scholarships.
 - Eric suggested utilizing an email follow-up with the appropriate language to communicate to Kimberly – instructions to spend down what is needed that will allow us to maintain the current scholarship level.
 - Kevin asked about the option to reinvest some of the overage back into the fund to help maintain the levels.
 - **That overage will be directed to assist in covering in this order, 1) Trip Scholarship needs, 2) Uniform Essentials, 3) Meals, 4) Operations and Transportation costs for the upcoming MMB trip. While maintaining existing Scholarship Levels. Motion made by Monica V, Jeff H seconded.**
 - **Motion Passed Unanimously**
- Support for Symphony Band tour-end reception: final discussion & vote (Chris)
 - Comes to around \$2,000 motion made approve – Jeff motion/ Joe D support
 - Kevin reported that his students were able to see them today – was excellent and he is looking forward to hearing the feedback from the students today.
 - **Motion Passed Unanimously – Eric to alert Prof. Fettig. Jeff to send check to Bob Rogers Travel**
- Website maintenance/enhancements (Jim K)
 - **Jim is working on the updated quote and will provide it soon.**

5. Reunion Activities

- a. Committee Update (Eric)
- b. Blast Planning (Eric)
 - *Eric leading the charge, Stephen, Tracy, Jim, and Chris are willing to assist on the committee. Also reach out to Cam Ferris, Nathan Werme, Pete Dalton for additional assistance.*
 - *Will also reach out to additional members not usually on the board calls.*
 - *Goal – open registration prior to June 1*
- c. Bands Update (Jim K)
 - Concert Band
 - Pep Band
 - *Done for the year*
- d. Other Activities
 - New Member Lunch
 - *Chris is looking to get the list of people that assisted last year from Devonie.*
- e. Historical Items (Joe)
 - Standing list for 2025 (from January Meeting minutes):
 - 110th anniversary of incorporating the University of Michigan Bands as an official unit of the University of Michigan
 - 90th Anniversary of William Revelli's appointment as the Director of the University of Michigan Bands
 - 60th Anniversary of the 1965 Rose Bowl (first of the "modern" bowl games)
 - 50th Anniversary of H. Robert. Reynolds' appointment as Director of the University of Michigan Bands.
 - *Any additions? 1/1/1976 was the first BIG10 non-Rose Bowl appearance by the MMB – celebrating 50 years.*
 - *100th anniversary of NU Chapter of KKY*
 - *50th Anniversary of Let's Go Blue in the Michigan Stadium*
- f. Requests
 - Awards List for 2025

6. Communications (Eric)

- a. Committee Update
 - *No update currently – Kyle is working on a Slack addition*
- b. Webmaster (Jim)
 - *Jim is looking for a replacement for Webmaster – does not need to be a board member*
- c. Social Media (Kyle, Monica)
 - SLACK tool for Board communications
- d. Band Liaison (Rachel) – *No Updates*
- e. Documentation – 2025 (Monica, Kevin) – *Hold for next meeting*
- f. Requests
 - M Fanfare status update?
 - *Looking for someone to take this on – maybe a wrap up edition at the end of the year. Gail Stout and Jim have had history with this. The requirement – the desire to do it.*

7. Nominations (Eric)

- a. Look ahead: terms ending in 2025 for Jeff, Monica, Kyle, Rachel, and Keon – *Please let Chris know your intentions for renewing or not so a replacement can be sought, if needed.*

8. Governance (Open)

- a. Volunteer needed for Governance responsibilities – *Move to next meeting to discuss further.*

9. Future Dates

- a. *Golf Outing August 3, 2025*
- b. *Next Board Meeting: August 12, 2025*

- c. Homecoming: October 4th, 2025
- d. Upcoming Concert Dates and Events
 - Symphony Band "State of the Arts" Tour: May 6-12
 - MMB European Trip: June 26-July 13

10. Review Action Items

11. For the Good of the Association

- *Per Eric, Kudo's to Chris for message to the MMB at the Band Banquet last week.*
- *Notes from Joe on MSBOA President, Gregory Holt, an alum of the University of Michigan Marching and Symphony Bands, has served as the President of the Michigan School Band and Orchestra Association from 2023 to 2025. Greg's father, Steve, is also a Michigan Marching Band alum.*
- *Invite back Joe Carl and Albert Ahronheim to homecoming in honor of Let's Go Blue!*

12. Adjournment @ 9:12PM

Action Items Summary:

1. Golf Outing - Chris will ask Mike to update the Sponsor Levels so they can be used in marketing/contact efforts.
2. Band Apparel – Chris is reviewing options, Eric to send additional logo/graphics to be considered.
3. Symphony Band Tour – Jeff to send check to Bob Rogers Travel for the \$2,000 approved in financial support. Eric to alert Prof. Fettig (**DONE**).
4. Updated Language for Scholarship fund: Eric to communicate to Kimberly Baumgartner and get signature by Chris as President. –Eric to add to folder in the Financials Folder (**DONE**)
5. Website Maintenance: Jim to provide updated quote.
6. New Member Lunch – Chris will seek members/volunteer list from last year for reference – reach out to Devonie.
7. Blast Planning: Eric leading the charge, Foster, Tracy, Jim, Chris willing to assist on the committee.
8. Blast Planning: Eric to reach out to Cam Ferris, Nathan Werme, Pete Dalton for additional assistance.
9. Blast Planning: Eric to touch base with Joe Carl and Albert Ahronheim for possible participation in honoring *Let's Go Blue!* (https://en.wikipedia.org/wiki/Let%27s_Go_Blue) – Get contact information for Joe and Albert.



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Joined (11) ▾

	Stephen Foster (Me)	 
	Eric Miller (Host)	 
	Chris Alvey	 
	Jeff Henderson	 
	Jim Kozich	 
	Joe	 
	Keon Rasouli	 
	Kevin & Sarah Wroblewski	 
	Monica Vogel	 
	Rachel Donato	 
	Tracy	 

May 2025 Finance Update

CY2025 - 1st Quarter



Prepared by

Jeff Henderson

Prepared on

May 4, 2025

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Balance Sheet

As of March 31, 2025

	Total	
	As of Mar 31, 2025	As of Mar 31, 2024 (PY)
ASSETS		
Current Assets		
Bank Accounts		
PNC Checking	6,635.79	13,115.47
Concert Instrument Fund	0.00	0.00
Endowment Funds	0.00	0.00
Total PNC Checking	6,635.79	13,115.47
PNC Money Mkt Savings	6,702.65	32,498.82
Concert Instrument Fund	3,232.00	8,712.00
Endowment Funds	0.00	0.00
Lifetime Membership Funds	80.00	19,280.00
Total PNC Money Mkt Savings	10,014.65	60,490.82
Total Bank Accounts	16,650.44	73,606.29
Other Current Assets		
Investments - Other		
Vanguard Brokerage Account		
Federal Money Market - General holding account	36,230.02	
Lifetime Member Funds - Holding Account	73.89	
Total Federal Money Market - General holding account	36,303.91	
General Investments	0.00	
Lifetime Member Funds - Invested	20,000.00	
Total Vanguard Brokerage Account	56,303.91	
Total Investments - Other	56,303.91	
Total Other Current Assets	56,303.91	0.00
Total Current Assets	72,954.35	73,606.29
TOTAL ASSETS	\$72,954.35	\$73,606.29

LIABILITIES AND EQUITY

Liabilities

Current Liabilities

Credit Cards

PNC Credit Card	320.69	261.35
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Total Credit Cards	320.69	261.35
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Total Current Liabilities	320.69	261.35
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Total Liabilities	320.69	261.35
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Equity

Opening Balance Equity	38,504.55	38,504.55
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Retained Earnings	29,496.13	33,891.03
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	Total	
	As of Mar 31, 2025	As of Mar 31, 2024 (PY)
Net Income	4,632.98	949.36
Total Equity	72,633.66	73,344.94
TOTAL LIABILITIES AND EQUITY	\$72,954.35	\$73,606.29

NOTE

Further work done within Vanguard account to identify Lifetime Member funds.
Continuing to invest in short term CD's within Vanguard

Bank statements reviewed with Rachel Rigole on 05-May-2025

FY2025 Profit and Loss by Quarter

January - March, 2025

	Jan - Mar, 2025	Total
INCOME		
Alumni Concert Band		0.00
Concert Band Participation Fees	2,000.00	2,000.00
Total Alumni Concert Band	2,000.00	2,000.00
Giving	1,100.00	1,100.00
Concert Instrument Fund	200.00	200.00
Endowment (General)	200.00	200.00
Total Giving	1,500.00	1,500.00
Homecoming		0.00
Homecoming Participation Fee	-100.00	-100.00
Total Homecoming	-100.00	-100.00
Membership		0.00
Membership - Annual	660.00	660.00
Membership - Lifetime	800.00	800.00
Total Membership	1,460.00	1,460.00
Other Revenue		0.00
Dividend Income	386.11	386.11
Interest Income	111.30	111.30
UMBAA Merchandise	135.63	135.63
Total Other Revenue	633.04	633.04
Total Income	5,493.04	5,493.04
GROSS PROFIT	5,493.04	5,493.04
EXPENSES		
Communications	321.34	321.34
Ensembles		0.00
Facility Rental	305.53	305.53
Total Ensembles	305.53	305.53
Finance		0.00
Bank Charges, Processing Fees	96.03	96.03
Stripe Fees	83.14	83.14
Stripe - Membership Dues	54.02	54.02
Total Stripe Fees	137.16	137.16
Total Finance	233.19	233.19
Total Expenses	860.06	860.06
NET OPERATING INCOME	4,632.98	4,632.98
NET INCOME	\$4,632.98	\$4,632.98

Finance Related Open Issues

1. Storage unit move completed. Monthly fee dropped from \$180 to \$85

UMBAA CY2025 BUDGET PERFORMANCE

Jan 1, 2025 - Dec 31, 2025

Actual Performance Through: Q1

Rev: 02-May-2025

Budget guidelines:
Actual budget items are logged on an accrued basis
Red figures are mid year additions to the budget

G = achieved budget

Y = miss within 5% of budgeted amount

R = miss beyond 5% of budgeted amount

SUMMARY

Total Budgeted Income

Total Budgeted Expenses

Net Income

Complete		Current									Y = miss within 5% of budgeted amount	
Q1 JAN - MAR		Q2 APR - JUN		Q3 JUL - SEP		Q4 OCT - DEC		YEAR END			R = miss beyond 5% of budgeted amount	
BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	UNDER / OVER	RYG	Notes
\$2,551	\$4,077	\$18,111	\$346	\$28,061	\$0	\$3,011	\$0	\$52,084	\$4,423	-\$47,661		
\$1,860	\$865	\$7,865	\$3,718	\$9,155	\$0	\$32,100	\$0	\$50,980	\$4,582	-\$46,398		
\$691	\$3,213	\$10,246	-\$3,372	\$18,906	\$0	-\$29,089	\$0	\$1,104	-\$159	-\$1,263		

	JAN - MAR		APR - JUN		JUL - SEP		OCT - DEC		YEAR END			
INCOME	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	UNDER / OVER	
OPERATING INCOME												
Alumni Concert Band												
Concert Band: Participation Fees	\$1,400	\$2,080		\$40	\$1,600				\$3,000	\$2,120	-\$880	
Concert Band: Donations				\$22					\$0	\$22	\$22	
Total	\$1,400	\$2,080	\$0	\$62	\$1,600	\$0	\$0	\$0	\$3,000	\$2,142	-\$858	
Homecoming												
Homecoming: Participation Fees			\$4,500		\$4,500				\$9,000	\$0	-\$9,000	Registration assumed \$30/person
Homecoming: Game Tickets - UMBAA			\$11,250		\$11,250				\$22,500	\$0	-\$22,500	assume \$75 ea (\$5 increase), 300 people participating
Homecoming: Game Tickets - MMB									\$0	\$0	\$0	
Homecoming: Friday Dinner			\$170		\$160				\$330	\$0	-\$330	
Total	\$0	\$0	\$15,920	\$0	\$15,910	\$0	\$0	\$0	\$31,830	\$0	-\$31,830	
Membership												
Annual	\$740	\$700	\$1,380	\$140	\$9,760		\$2,220		\$14,100	\$840	-\$13,260	Forecast 705 members
Lifetime		\$800	\$400		\$400				\$800	\$800	\$0	G
Associate									\$0	\$0	\$0	
Total	\$740	\$1,500	\$1,780	\$140	\$10,160	\$0	\$2,220	\$0	\$14,900	\$1,640	-\$13,260	
Other												
Vanguard Dividends	\$300	\$386	\$300		\$300		\$300		\$1,200	\$386	-\$814	
Vanguard Interest	\$110	\$111	\$110	\$144	\$90		\$90		\$400	\$255	-\$145	
PNC Savings Interest	\$1	\$0.25	\$1		\$1		\$1		\$4	\$0.25	-\$3.75	
Bank Rewards							\$400		\$400	\$0	-\$400.00	
Merchandise sales					\$350				\$350	\$0	-\$350.00	
Total	\$411	\$497	\$411	\$144	\$391	\$0	\$791	\$0	\$2,354	\$641	-\$1,713	
TOTAL INCOME	\$2,551	\$4,077	\$18,111	\$346	\$28,061	\$0	\$3,011	\$0	\$52,084	\$4,423	-\$47,661	

	JAN - MAR		APR - JUN		JUL - SEP		OCT - DEC		YEAR END			
EXPENSES	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	UNDER / OVER	
Communications												
Mailchimp	\$300	\$276	\$300	\$92	\$300		\$300		\$1,200	\$368	\$832	
Printing, Postage, Supplies					\$20				\$20	\$0	\$20	
Website - Annual Domain Fee		\$45							\$0	\$45	-\$45	
Website - Periodic expenses									\$0	\$0	\$0	
Website - Upgrades									\$0	\$0	\$0	
Total	\$300	\$321	\$300	\$92	\$320	\$0	\$300	\$0	\$1,220	\$413	\$807	
Ensembles												
Alum Conc Band Conductor Fees			\$1,000	\$1,000			\$1,000		\$2,000	\$1,000	\$1,000	
Alum Conc Band rehearsal venue - rental fee	\$400			\$350	\$400				\$800	\$350	\$450	
Alum Conc Band concert venue - rental fee			\$700	\$898			\$700 [1]		\$1,400	\$898	\$503	

UMBAA CY2025 BUDGET PERFORMANCE

Jan 1, 2025 - Dec 31, 2025

Actual Performance Through: Q1

Rev: 02-May-2025

Budget guidelines:
Actual budget items are logged on an accrued basis
Red figures are mid year additions to the budget

G = achieved budget

Y = miss within 5% of budgeted amount

R = miss beyond 5% of budgeted amount

SUMMARY	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	UNDER / OVER	RYG	Notes
Alum Conc Band supplies							\$200		\$200	\$0	\$200		
Alum Conc Band extra musicians			\$480	\$0			\$300		\$780	\$0	\$780		
Alum Pep Band conductor stipends			\$1,000	\$1,000					\$1,000	\$1,000	\$0		
Score purchases for SMTD bands	\$325								\$325	\$0	\$325		
							\$0		\$0	\$0	\$0		
Total	\$725	\$0	\$3,180	\$3,248	\$400	\$0	\$2,200	\$0	\$6,505	\$3,248	\$3,258		
Finance													
State of MI annual report					\$20				\$20	\$0	\$20		
Bank charges									\$0	\$0	\$0		
Heroku	\$105	\$96	\$105		\$105		\$105		\$420	\$96	\$324		
Stripe fees	\$80	\$142	\$700		\$1,050		\$150		\$1,980	\$142	\$1,838		
NAOB Dues					\$200				\$200	\$0	\$200		
Quickbooks subscriptions			\$360	\$378					\$360	\$378	-\$18		Subscription price increase
Insurance					\$290				\$290	\$0	\$290		rate increase
Accountant - Tax prep			\$900						\$900	\$0	\$900		
									\$0	\$0	\$0		
Total	\$185	\$238	\$2,065	\$378	\$1,665	\$0	\$255	\$0	\$4,170	\$616	\$3,554		
Homecoming													
Friday dinner					\$3,300				\$3,300	\$0	\$3,300		
Game tickets							\$28,875 [2]		\$28,875	\$0	\$28,875		
KKY/TBS reception									\$0	\$0	\$0		
Supplies					\$1,300		\$150		\$1,450	\$0	\$1,450		
Storage unit rental	\$600	\$306	\$270		\$270		\$270		\$1,410	\$306	\$1,104		Move to smaller unit by end of Q1 - complete
Total	\$600	\$306	\$270	\$0	\$4,870	\$0	\$29,295	\$0	\$35,035	\$306	\$34,729		
Membership Activities													
Board meetings									\$0	\$0	\$0		
Band week new member lunch					\$1,700				\$1,700	\$0	\$1,700		
Office Supplies									\$0	\$0	\$0		
Sponsorships									\$0	\$0	\$0		
Receptions			\$2,000						\$2,000	\$0	\$2,000		Symphony band May Michigan tour
Remembrances	\$50		\$50		\$50		\$50		\$200	\$0	\$200		
Awards					\$150	\$0			\$150	\$0	\$150		
Total	\$50	\$0	\$2,050	\$0	\$1,900	\$0	\$50	\$0	\$4,050	\$0	\$4,050		
TOTAL EXPENSES	\$1,860	\$865	\$7,865	\$3,718	\$9,155	\$0	\$32,100	\$0	\$50,980	\$4,582	\$46,398		

\$x,xxx Budget Deficit Driven By:

Items Not Achieving/Exceeding Forecast

Budget Deficit Reduced By:

Special Items Outside of 2025 Budget													
Sponsor for UM Symphony Band Michigan Tour			\$2,000						\$2,000	\$0	\$2,000		
									\$0	\$0	\$0		
									\$0	\$0	\$0		