

Solano Winds Governing Board Meeting Minutes

Monday, June 5, 2023: 6:00-7:30 PM via ZOOM

Members Present: Ron Garrison, Lynn Garrison, Bill Doherty, Jennifer Doherty, Leslie Louie, Sherrill Honeychurch, Robert Honeychurch, Caroline Kellar, Lilli Ede

1. Roll Call and Quorum established
 - a. Quorum established at 6:05pm by
2. Approval of April 5, 2023 Minutes
 - a. Motion to approve April 5 2023 Meeting Minutes by Bill, Second by Leslie – **PASSED**
3. Amend/Accept current Agenda: Ron
 - a. Motion to accept the current agenda by Lynn, second by Bill – **PASSED**
4. Board Chairperson Reports Received:
 - a. President
 - b. Treasurer
 - c. Music Director
 - d. Membership
 - e. Librarian
 - f. Uniform
 - g. Pending (?): Final Gala Report w/ Financials from (Leslie and Lynn)
5. President's Report Q&A: Ron
 - a) Bylaws draft review
 - a. Tabled until August meeting, will revisit after more time given to review
 - b) Past revision checklist
 - c) Special Thanks to Bill for 1/23/23 Report on Sunday performances
 - d) Response to Gala wine/beer surplus
 - e) Nominate Shelly Schubert as SW Historian
 - a. Shelly volunteered to become the SW historian
 - b. Nomination by Ron for Shelly Schubert to be added as a chairperson as Historian, second by Sherrill – **PASSED**
6. Treasurer's Report Q&A: Lynn
 - a. Proposed 23/24 Budget
 - i. Season 29 Budget
 - ii. Page 2, Section 2 – Administrative Expenses
 1. Printing envelopes → \$300

2. Letterhead from \$400 → \$10
 - iii. Restricted Expenses
 1. Currently \$1500 budgeted from small ensemble music
 2. \$900 currently sitting in music library set aside
 - iv. Section 4
 1. Correction to 4 concerts and to include VPAC
 - v. Page 3, Number 11 (Marketing and Publicity)
 1. Inclusion of slide presentation and printed programs
 2. 11C – For VPAC concerts include ad space in Vacaville Reporter in addition to Daily Republic
 - a. Suggested allocation: \$2700
 - vi. Social Media Engagement
 1. Include ~\$25-50 for expanding social media access
 - vii. Include budget allocation for historian in the administrative expenses
 - b. Motion to approve the 2023 2024 Budget by Jenn, second by Bill – **PASSED**
 - c. Gala Financials
 - i. We have ~\$9000, with ~\$5000 that needs to be split into the different area of the funds
 - d. Monthly financial Reports: Budget/bank accounting
 - i. Standalone program for accounting (quickbooks standalone) no longer tenable since modern versions have moved to cloud-base and is too expensive
 - ii. Other options are quicken and moneyminder, where the latter is designed for nonprofits
 - iii. Motion to allocate no more than \$250 annually for accounting software as determine by the Treasurer by Bill, second by Leslie – **PASSED**
 - e. Motion to approve the Treasurer’s report for the June 5th meeting by Rassim, second by Bill – **PASSED**
7. Music Director’s Report Q&A: Bill
- a. Approve Season 29 Parts 1&2
 - i. Motion to approve Season 29 as presented by the Music Director by Sherrill, second by Rassim – **PASSED**
 - ii. Looking to explore audience participation in concerts
 - b. New musician recruitment: Discussion

8. Membership Report Q&A: Lilli
9. Librarian Report Q&A: Sherrill
10. Uniform Report Q&A: May
11. Gala Report Q&A: Jennifer
12. Concert Sponsor Report:
 - a. \$2500 from PVE Resident Council
 - b. Wellness Dept. will not have funds available for this cycle, but PVE proper has several revenue channels (e.g., Business Ops, etc.)
13. New Business:
 - a. Ticket prices for 2023/24 Season
 - b. Social Media Engagement, Improvement
14. Unfinished Business:
 - a. Concert Sponsors: earlier, tiered
 - i. Not planning to go forward with this
 - b. Music collection: pathways to better efficiency?
15. Action Items (not identified for vote above):
 - a. N/A
16. Future Agenda items for upcoming Governing Board meeting:
 - a. Implementing Bylaw changes (example: number of Board members, etc.)
 - b. Scholarship requirements: Inclusive of others, not just music majors?
17. Public and/or band member commentary (3-minute time limit).
 - a. N/A
18. Next Solano Winds Governing Board meeting at Library Office with provided dinner:

Monday April 7, 2023 at 5:30pm PST
19. Adjournment.
 - a. Motion to adjourn at 8:07pm by, second by Leslie – **PASSED**

Under *Rosenberg's Rules of Order* as described in the *Bylaws*, the life of a motion requiring discussion is:
Introduction/Questions/Comments/Motion/Second/Understand/Discussion-Debate/Vote/Result