

Solano Winds Governing Board Meeting Minutes

Tuesday, April 27, 2021: Zoom Online Board Meeting 6:30-7:30 pm

In compliance with COVID-19 Social Distancing Mandates

Members Present: Ron Garrison, Lynn Garrison, Bill Doherty, Jennifer Doherty, Sherill Honeychurch, Robert Honeychurch, Jerry Hedrick, Joe Rico, Dick Grokenberger, May Dulce, Rassim Chettfour

1. Roll Call and Quorum established via Zoom participation
2. Approval of March 9, 2020 Minutes
 - Motion to approve 3/9 minutes by Jen, second by Jerry – **PASSED**
 - **Edit by Jerry**
3. Amend/Accept current Agenda: Ron
 - Motion to accept current Agenda by Lynn, second by Dick -- **PASSED**
4. President's Report to Board: Ron
 - Identify, prioritize, calendar and assign SW Recovery Plan. Topics include among others:
 - Invitation of existing band members and recruit new band and Board members
 - Organization of August rehearsal:
 - Registration/Contact Information
 - Fees
 - Volunteer Release Form
 - Proof of Covid-19 completed vaccinations
 - Music distribution
 - Shirts
 - Photograph of new members
 - Revise, update, print and distribute band member "Companion"
 - Calendar 2021/2022 rehearsals, performances, venues, Board meetings, etc.
 - Identify organizational tasks for promotion, sponsors and fundraising
 - Secure rehearsal, performance site(s) and instrument transportation
 - Known recovery planning information to be shared with band
5. Treasurer's Report to Board: Lynn
 - Motion to approve treasurer's report by Sherill, second by Bill -- **PASSED**
6. Music Director's Report to Board with 2021-22 Performance Dates: Bill
 - See 9a for comments related to band member participation
 - Need to look at alternate list of facilities in the case that GWMS does not work out, but that may incur a financial investment
 - Bottom line at the moment: nothing has been decided
7. 25th Gala Planning Committee Progress Report: Jennifer/Bill/Committee members
 - Still locked in for May 14, 2022
 - We are going to need to reupdate and reestablish the gala committee

- Based on how quickly things get back up and running will determine when that occurs occurs

8. Scholarship Committee Report with recommendations

- One applicant that was reviewed today, great candidate for the scholarship
- Recommendation to award Keaton the scholarship

9. New Business:

- a. Discuss Covid-19 vaccinations and band member participation.
 - Professional organizations requiring proof of vaccination or proof of vaccination within 72 hrs of event
 - SF symphony – max performance of 75 minutes, no intermission
 - Similar plan with SW, 40-45 minutes of music total without intermission (expected)
 - Symphony is doing strings only – not really an option for us
 - 5 takeaways from video – how to apply PPE to SW rehearsals
 - Providing the district proof of member vaccination
 - What if someone has a medical exemption? How would we respond?
 - With the choice between a test or vaccine it should not be an issue
 - “I motion to

10. Unfinished Business:

- a. Inventory organizational assets: update music catalog, instruments, other equipment, etc.
 - Jen to develop list and send out
- b. Develop plan for filling vacant Governing Board chairperson positions.
- c. Develop plan for recruiting inside/outside volunteers to assist with organizational tasks.
- d. Discuss band member, “Volunteer Release” form beginning 2021/22 season (attached)
 - Liability Insurance required for August 17
 - Should consider having every band member sign prior to participation
 - Not required right away
- e. Library transition update: Proposed move to GWMS (hold until needed).
 - See 11a for Dick’s comments
 - May be required to consider sooner
 - Rental storage space may be considered, but several angles to take a look at (e.g. copying/printing)
 - Get an email out to get volunteer for librarian and to store the music

11. Chairperson reports:

- a. Librarian/Membership Report to Board: Dick
 - Cabinets, File Folders, File Caddy ordered from Amazon, bringing total to 7 file cabinets
 - All of the stuff from Ken to be moved to the library
 - Recommended to search for a new librarian
- b. Vice President’s Report to Board, Facilities and School Liaison: Robert
 - Nothing to Report
- c. PVE Resident Council Representative Report to Board: Jerry
 - PVE is beginning to open up to family and non-family visitors

- Non-vaccinated members can visit the premises
 - No more 72-hr in advance application to visit campus, can just be brought day of
 - For the idealized 3 concerts next year, may be an indoor/outdoor venue option for PVE, timing may be a concern however
- d. Donor/Gifts/Raffles Report to Board: Sherrill
 - Nothing to report
 - e. Uniform Report to Board: May
 - Nothing to report
 - f. Information Technology Report to Board: Joe
 - Nothing to report
 - g. Mail and Awards Report to Board: Kathleen
 - h. Concert sponsor Report to Board: Bill (Chair vacant)
 - i. Marketing/Advertising/Publicity/Public Relations Report to Board (Chair vacant)
 - j. Transportation/Truck Report to Board: (Chair vacant)
 - k. Planned Giving Report: “Goal 250”* Campaign: (Chair vacant)
 - l. Grants Progress Report to Board (Chair vacant)

12. Action Items:

- a. Scholarship awards
 - Motion to award Keaton Stout \$1000 for 2020-2021 Robert Briggs scholarship by Bill, second by Lynn -- **PASSED**
- b. Volunteer Release Form
 - To be addressed in the next meeting
- c. SW participants proof of Covid-19 vaccinations
 - Motion to when rehearsals to resume that members will be required to provide proof of vaccination or a current negative test result for COVID-19, defined as a 72-hour period for a PCR test, and a 24-hour for a rapid COVID-19 test by Bill, second by Robert -- **PASSED**

13. Future Agenda items for upcoming Governing Board meeting(s)

- a. Librarian Transition – Concerns Brought up in 11a

14. Public and/or band member commentary (3-minute time limit).

- N/A

15. Next Solano Winds Governing Board meeting: Tuesday May 18, 2021 6:30pm

16. Adjournment.

- Motion to adjourn at 8:30pm by Rassim, second by Dick -- **PASSED**