Solano Winds Governing Board Meeting Minutes

Tuesday, October 13, 2020: Zoom Online Board Meeting 6:30-7:30 pm
In compliance with COVID-19 Social Distancing Recommendations

Members Present: Ron Garrison, Lynn Garrison, Bill Doherty, Jennifer Doherty, Sherill Honeychurch, Robert Honeychurch, Dick Grokenberger, Rassim Chettfour

1. Roll Call and Quorum established via Zoom participation
   a. Quorum established at 6:43pm PST and meeting called to order by Ron Garrison

2. Approval of August 2020 Minutes (attached)   {vote}
   -Motion to accept August 2020 Minutes by Jerry, second by Dick - PASSED

3. Amend/Accept current Agenda: Ron   {vote}
   -Motion to accept current agenda by Rassim, second by Jennifer – PASSED

4. President's Report to Board: Ron

   - Insurance Update: D&O insurance with Great American Insurance Company
     - We now have D&O with the Great American Insurance Company out of Cincinnati, OH
     - Looking to get back to our original provider one things return to normal

   - Continued concern: Board member vacancies

5. Treasurer's Report to Board: Lynn   {vote}
   Motion to accept treasurer's report by Jennifer, Second by Jerry - PASSED

6. Music Director's Report to Board: Bill
   - The flute choir should get their recording project starting in the next several days
   - Other ensembles may also be involved in other projects

7. 25th Gala Planning Committee Progress Report: Jennifer/Bill/Committee members
   - May 14 2022 secured as the gala event date at the Clubhouse at Rancho Solano
   - Contract has been secured with deposit being rolled over to the May 2022 date
   - Prices we got for 2020 have also been frozen in place
   - Decided to forgo the incentive
   - Press releases have been released to local newspapers (Vacaville, Fairfield 10/11, Vallejo)
   - Band members have been notified as well via email
   - 77 people paid for Gala, we had 22 band members and 24 members of the public roll their tickets
   over, 4 refunds, 5 people who donated, remainder need to be reached out to.

8. New Business:

   a. Keeping in Touch: Plan a "Meet 'n' Greet" Zoom with band members: Jennifer
      a. Brainstorming for a zoom "Meet 'n' Greet" with band members
      b. Lynn: Sections get together, get the sections to connect with one another and just catch up via Zoom
      c. Bill: Nice to have the whole group do a zoom and have a general meeting and then move into breakout groups based on section or set groups, etc. Have group reconvene and then maybe general breakout groups
      d. Zoom basic plan can accommodate 100 participants simultaneously
      e. Plan to have this roll out sometime in a few weeks (plan to do it before the holidays begin) (Suggested date: 10/27)

   b. Update from Jerry on PVE
      a. PVE is still shut down in regards of meetings, groups still prohibited over 10 (concerts out of the question)
      b. Concerts may not happen for quite a long time, and when they resume, may have a much different structure (performance area now a TV production area)

    c. PVE is expanding on 8 acres next door to the current property, adding an estimated 100 people to PVE (thus there is no one place to have everyone attend e.g. a concert)

    d. Chorale singers may come to and end, PVE singers have come to an end

    e. The longer events and outreach do not occur with PVE, the more people who will come not knowing Solano Winds

    f. PVE is a huge sponsor of the Solano Winds, and we need to continue establishing a presence with them (e.g. small group streaming, recording, performances)

    g. SW to consider having virtual events on the days that we would have had performances

    h. Could consider small ensembles perform in the TV studio and be streamed to the PVE CCTV (should be able to work with a group less than 10)

        i. Challenge with that is that we are currently not established with large or small ensembles

        ii. Could also be a potential risk with regards to being one of the first back

    i. Possibility to have an outdoor "parking lot concert" or using the gazebo area (issue w/ the grass)

9. Unfinished Business:

    a. Inventory organizational assets: update music catalog, instruments, other equipment, etc.

    b. Develop plan for filling vacant Governing Board chairperson positions including secretary.

    c. Develop plan for recruiting inside/outside volunteers to assist with organizational tasks.

    d. Discuss band member "Volunteer Release" form beginning of 2021/22 season.

    e. Discuss Solano Winds Phase 1 Recovery Plan

        i. Recover existing band members and recruit new band and Board members

        ii. Revise and update band member "Companion"

        iii. Calendar 2021/2022 rehearsals, performances, venues, Board meetings, etc.

        iv. Identify organizational tasks for recovery and fundraising

    f. Library transition update: Proposed move to GWMS (hold until needed).

10. Chairperson reports:

    a. Vice President's Report to Board, Facilities and School Liaison (2021-2022 only?): Robert

    b. PVE Resident Council Representative Report to Board: Jerry

    c. Concert sponsor Report to Board: Bill (Chair vacant)

    d. Marketing/Advertising/Publicity/Public Relations Report to Board: Bill (Chair vacant)

    e. Librarian/Membership Report to Board: Dick

    f. Donor/Gifts/Raffles Report to Board plus Benefit Application status: Sherrill

    g. Uniform Report to Board: (Chair vacant)

     h.   Information Technology Report to Board: Joe

     i.   Mail and Awards Report to Board: Kathleen

     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)

11. Action Items:

12. Consideration: Future Agenda items for upcoming Governing Board meeting(s)

     a.   Next Meeting to occur 11/17 at 6:30pm

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

14. Next Solano Winds Governing Board meeting: TBD

15. Adjournment.   {vote}
Motion to adjourn by Jerry, Second by Bill 7:30pm PST - PASSED

Under *Rosenberg's Rules of Order* as described in the *Bylaws*, the life of a motion requiring discussion is now:

Introduction/Questions/Comments/Motion/Second/Understand/Discussion-Debate/Vote/Result