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New Hampshire Band Directors Association

Minutes of the Executive Board Meeting

Monday, September 11, 2023. 7:00 PM

Bow Memorial School, Bow, NH

Jim Robins presiding, Matt Davis host

**Call to order** 7:06, Jim Robins

**In Attendance**: Jim Robins, President and MLHF co-chair; Sue Hahs, Immediate Past President and Southwest District Rep; Kurt Schweiss, President-Elect; Michael Adams, Executive Secretary; Vincent Duval, Recording Secretary; Dominick DeFrancisco, Membership Chair; Sean Meagher, Website Coordinator; Andrea Johnston, Middle Level Honors Festival co-chair; Jamie Boccia, Jazz Clinic Chair; John Hart, NEBDI Chair and Higher Ed Rep; Nicole Bartlett, Southeast District Rep; Lyvie Beyrent, Northern District Rep; Matt Davis, Southwest District Rep; Timothy Russell, South-Central District Rep.

**Jim R: Thank you and welcome**. Thank you to Matt D for hosting, Mike A for picking up snacks. Welcome Kurt Schweiss as president-elect. In accordance with the rules of our constitution, Kurt will serve as parliamentarian at meetings. Welcome as well to Dominick D as membership chair, Nicole Bartlett as SE district rep.

Focus of presidency for next two years. Increase membership and engagement, creating more awareness and involvement surrounding NHBDA. Also bringing a level of organization in our proceedings for those who come after to build upon.

**Recording Secretary’s Report: Vincent Duval**

4 sets of executive board meetings and one NEBDI subcommittee meeting.

Motion to accept 9/12/22 Exec Board minutes: Sean M 2nd: Sue H So moved.

Motion to accept 1/11/23 Exec Board minutes: Jamie B. 2nd: Dominick D so moved.

Motion to accept 3/19/23 NEBDI subcommittee minutes: Sue H. 2nd: Lyvie. So moved.

Motion to accept 5/3/23 Exec Board minutes: Sean Meagher. 2nd: Kurt S. So moved.

Motion to accept 7/13/23 Exec Board minutes: Kurt S. 2nd: Sue H. So moved.

Sean Meagher to post approved minutes on website at earliest convenience.

**Executive Secretaries Report: Mike Adams**

Presentation of financial report. Current balance $4701.34

Move to accept report: Sean M. 2nd Tim Russell. So moved.

**Membership report: Dominick DeFrancisco**

First meeting as membership chair. Has seen a spreadsheet report from NEBDI 2019 and is asking John Hart for list of 2023 participants.

Suggestions for growing membership: school or student membership option. Has also had discussions with Kurt about the possibility of taking on a long-running NH community band festival that is currently defunct, perhaps all participants become new members? Followed by some discussion of what this festival is/has been, and that running an additional festival is an additional undertaking in addition to a means of finding new members. Further discussion tabled for future.

**Website report: Sean Meagher**

Our domain will be autorenewing in five days!!!!! General rejoicing.

**Middle Level Honors Festival: Jim Robins**

Rotation C for auditions. Emails have gone out to middle school directors, Jim has received a request for one folder so far.

**Andrea Johnston** will be our new festival coordinator.

Adjudication date December 9. (Audition submission deadline Sunday, November 19, 2023)

**Andrea Johnston**: Agreed conductors for band, saxophone, trumpet, but not flute. Suggestion for flute ensemble from John H – Robin Matathias, flute instructor at Keene.

Contract from Mark Zielinsky for trumpet. Email agreements from Gerry Dolan for band, Samantha Franciosa for saxophone.

Jim: Andrea will send proposed programs when she receives them.

(Festival date April 15, 2024 w/ snow date of 4/18/24 at Pinkerton Academy, Derry.)

**Jazz Clinic: Jamie Boccia**

Date is January 6, 2024 at Hollis-Brookline HS, Chazz Rogers hosting. Presentation of submitted report – based upon anticipated participation and costs the report shows an anticipated negative income of -$340.

FBBB scholarship possibilities: Freese brothers funding for expansion of middle school participation.

**October MusicFest 2023: Kurt Schweiss**

As of Friday, Peter McCoy from Crane School of Music to do a Latin Ensemble workshop, 2:45 to 3:45.

Clinician will need lodging. He (Peter McCoy) may be able to provide some grant funding to help cover costs. Kurt/Mike: fee and accommodations, try to keep to $500 or under.

**NEBDI 2023 and Beyond: John Hart**

2023 – return after 3 year hiatus held at KSC in student center, July 13-15, 2023.

NEBDI site was Website on KSC music website with all info. Putting all information online cut down on printing costs

Exit surveys: clinicians gave suggestions for future clinicians

13 participant respondents: knew of NEBDI from prior attendance

NHBDA facebook and email blasts from NHMEA most effective for reaching people based on the limited number of participant surveys received.

Golf scramble went well. Off-campus food options viewed positively by respondents. Less positive: on-campus food

Good suggestions in surveys for future clinicians and topics – a lot to work with.

Vendors felt a little undersupported. Vendors would like more lead time (6 mos) to get things prepared and budgeted.

13 people took the grad credit option. Lot of positive takeaways in grad credit essays.

Special thanks to those who helped with physical logistics.

Financials: $125 was what we went with, but $150 might have been a better amount for registration.

Intent was to get to as close to break-even as possible. Loss on festival was $6216.40. Keene has agreed to split the cost of paying the bill evenly with NHBDA.

The event was a professional success if not a financial one.

John looking to have a committee to assist with different aspects of event preparation and execution.

Everyone on NHBDA board should be involved in the process of vetting clinicians.

Explore the possibility of moving the traditional Th-Sat timing of the conference.

Seed money for printing costs should be made available.

Sue Hahs has running document from 2023 with ideas, next steps, and refinements.

Dates have not been determined for next year. John still waiting for some info. Jim R: T-Th might be a bit better because it gives a one-day buffer with SYMS. If that were the case, the dates for 2024 would be July 9-11. Golf scramble could take place on Monday before (July 8).

Mike A: $3100 to Keene (split costs of the conference deficit) leaves us with $1400. $3000 insurance bill due in February. So we need money if ANY of this future stuff we’ve been talking about all night is going to happen. Without insurance we are unable to hold any events at all, nor do we have assets to fund them.

**ChamberFest: Sean Meagher**

Date January 13, 2024

**Old Business: Jim Robins**

Meetings: next meeting is schedule for January 10, 2024.

However, Jim would like to schedule an online meeting in the next couple of weeks to move some of the items we are about to talk about.

**New Business: Jim Robins**

Membership: how do I join the organization? We need to set a structure that makes membership accessible. Jim would like to recommend that $25 would be a decent amount to raise our active membership fee to (from the current constitutionally indicated $15).

Kurt Schweiss: would like to move to amend the constitution to raise the memberhip fee to $25.00. Jim R: according to our constitution, we cannot vote on a constitutional amendment in the same meeting at which it is proposed. We need to vote at a later meeting.

Jim R: Would like a table at OctoberMusicFest to generate membership registration. QR codes to bring people to registration page.

Kurt: would need 60 members at $25 to get us to cover insurance in February. (Cannot be participants of NEBDI 2023, who are already constitutionally members of NHBDA).

Discussion of membership incentives: Member/non-member fees for NEBDI? Membership required for participation in MLHF? (general agreement to NOT do this at this time)

Sean M: Point of order to the previous topic: amendment to constitution needs to be posted, along with meeting date. Mike: should we update other memberships as well in the same meeting? Discussion. Include a change to student membership to collegiate membership and increase that amount to $10.

Kurt: rescind original amendment. Make new motion to amend to : active membership $25, change “student” membership to “collegiate” membership and increase that amount to $10. Seconded by (?) and approved.

Jim R: will put together a table-manning schedule for October MusicFest

Jim R: Constitution update: our constitution and by-laws do not give us a lot of legacy/information for future leadership. Constitution and by-laws need to be submitted to the IRS for consideration of our application as a 501(c)3. As do meeting minutes.

In addition to typos and language in the constitution and by-laws themselves, memberships need to be changed, descriptions of jobs need to be updated or elaborated. Issues of institutional organization, such as “Big board/little board” (executive board and council). All considerations for updating the constitution/by-laws. As parliamentarian, Kurt will be taking the lead on this.

Jim R: take greater advantage of social media and a greater online presence. Teacher/member profiles would be cool.

Acknowledgement of service: Bunny Saranita. Elisa Saunders. Tony D and Jim C next summer at NEBDI if there is a next NEBDI.

Tim R: we should have one year’s worth of operating expenses in reserve. Maybe speak with Eric Kobb about how NHMEA righted their financial ship

**ACTION ITEM**: Jim R to send out doodle poll to determine board member availability for an online meeting (to occur soon) to vote on Kurt’s motion to amend the membership fees and nomenclature as denoted in the constitution.

No other new business.

Motion to adjourn: Sean M. 2nd: Tim R. So moved.

Minutes respectfully submitted by V. Duval. Draft: 9/11/2023. Final: 9/12/23. Approved: