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**STERLING MUNICIPAL BAND**

Post Office Box 991 Sterling, Illinois 61081 [www.sterlingmunicipalband.com](http://www.sterlingmunicipalband.com)

**EVENT:** City of Sterling, Illinois – Band Commission Regular Meeting  
**LOCATION:** Sterling Coliseum: 212 Third Avenue Sterling, Illinois 61081 Conference Room 104 (first floor)  
**DATE:** Monday July 13, 2015  
**TIME:** 5:30 p.m.

**AGENDA**

**I. Call to Order**

**II. Consensus Items**

- A. Approval of Minutes of the June 8 Regular Meeting

**III. Administrative Business**

**A. Business Manager Report {PS}**

- 1. Approval of Financial Reports of June 2015
- 2. Financial Figures (donations, payroll, requisitions)

**B. Travel Manager Report {CJ}**

- 1. Status of Summer 2015 guests

**C. Band Director Report {JJ}**

- 1. Feedback from Summer 2015 guests to date
- 2. Woodlawn Arts Academy Youth Band update

**IV. Comment from the Public**

**V. Old Business**

- A. Status of background checks {PS}
- B. Public address speaker cost / amplifier repair {PS}
- C. Condition of bandshell (back wall, residue of decorations) {GR}
- D. Contract for use of bandshell by other organizations {GR (PS)}
- E. Roberts Rules training session {GR}
- F. SterlingMunicipalBand.com content: updated lists {AL, GR, JJ}
- G. Election process of Band Commission Chairman {AL, GR}

**VI. New Business**

- A. Rock River Jazz Band operations et al {GR, CJ}
- B. Outside fine arts groups to perform before Municipal Band / invitations {GR}
- C. Chain of command / minutes to Mayor / oversee operations of Band Commission {PS}
- D. Concert Programs – new graphics / layout {AL}
- E. Public Relations update for upcoming guests {AL}
- F. Band Commission Policy Handbook group editing: Constitution & Bylaws {GR, et al}
- G. Meeting preparedness {PS}

**VII. Miscellaneous**

**VIII. Adjournment**

***NEXT BAND COMMISSION MEETING is...***

***...Monday August 10, 2015 at 5:30 p.m. in Conference Room 104 of the Sterling Coliseum: 212 Third Avenue***