



**STERLING MUNICIPAL BAND**

Post Office Box 991 Sterling, Illinois 61081 <http://www.sterling-il.gov/band.cfm>

**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 September 12, 2016  
**TIME:** 5:30 p.m. – 6:30 p.m.

**AGENDA**

**I. Call to Order**

**II. Consensus Items**

- A. Approval of Minutes of the August 8<sup>th</sup> Regular Meeting

**III. Administrative Business**

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

- 1. Financial Figures (donations, payroll, requisitions) review
- 2. Approval of Financial Reports from August 2016.

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

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

**IV. Comment from the Public**

**V. Old Business**

- A. Policy Handbook editing, Articles I, II, III, IV
- B. employment rubrics
- C. amended 2015 budget
- D. Band Member 2016 Summer e-mail results {AL}
- E. Sterling Municipal Band / Rock River Jazz Band {GR}

**VI. New Business**

- A. requisition for new crash cymbals {JJ}
- B. library collator {CJ}
- C. 2016 audience survey full results {AL}
- D. special event planning rubric with detail {GR}
- E. plans for election of officers {GR}
- D. 2017 all-dates calendar {PS}

**VII. Executive Session**

- A. administration evaluations

**VIII. Miscellaneous**

**IX. Adjournment**

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

***...Monday October 10<sup>th</sup> at 5:30 p.m. in Conference Room 104 of the Sterling Coliseum: 212 Third Avenue***