

Minutes for the City of Sterling Municipal Band Commission

April 12, 2022

Commissioners:

Gonzalo S. Reyes – Chair

Kevin O’Keefe – Vice Chair

Amy Boze – Secretary

Allen Lee – Treasurer

Tony Crisp

Staff:

Annette Hackbarth – Director

Paul Ausman – Band Manager

I. CALL TO ORDER

A regular meeting of the Sterling Municipal Band Commission was held on 4/12/2022 at 6:08 p.m. in the temporary second floor City Council Chambers at City Hall, 212 Third Ave, Sterling, Il. 61081.

Commissioner Reyes called the meeting to order and attendance was taken showing five Commissioners were present.

II. CONSENT ITEMS

Commissioner O’Keefe made a motion to approve the following consent items:

April 2022 Meeting Minutes

May 2022 Band Director Report

May 2022 Band Manager Report

Commissioner Lee seconded the motion which carried unanimously.

III. FINANCIAL REPORT

Commissioner Lee presented the Financial Report showing:

	<u>Budget</u>	<u>Actual</u>
Personnel:	\$61,000	\$52,055.00
Materials and Services:	\$39,038	\$33,680.48
Capital Expenses:	\$9,050	\$7,809.54
Revenue:	\$91,294.00	\$108,589.71

Commissioner Lee gave the financial report as shown above and stated that the working balance for the rest of the fiscal year would be around \$15,044. Donations continue to come in, as well as additional money from the State Replacement

Commissioner O'Keefe made a motion to receive the report. It was seconded by Commissioner Crisp and carried unanimously.

IV. COMMENTS FROM THE PUBLIC

No requests were made by members of the public for comment.

V. OLD BUSINESS

Commissioner O'Keefe made a motion to waive the bid process and authorize emergency repairs to be completed on the band shell by Sterling Commercial Roofing in the amount not to exceed \$40,000. It was seconded by Commissioner Boze and carried unanimously.

Director Hackbarth reported that everything for the Spring Concert was going well. Commissioner Lee will be attending a rehearsal the week of the concert. Janna Groharing will start building the program, and Director Hackbarth will be getting with her to draft a press release. Invitations for the Masterclass Clinic have been extended to the local high school music programs.

Director Hackbarth went over the schedule she has crafted for the Music Under the Stars season. Manager Ausman will update the calendar to reflect what has been scheduled.

Mike McCoy has reached out to the Band about Saxon's Cornet Band out of Kentucky. They are looking for places to play along their tour route this summer. Director Hackbarth will check their schedule and pay request to see if fit into one of our pre-show spots.

Commissioner Crisp made a motion to approve the contract to hire Charlie Menghini for \$1,000 as guest conductor for the July 13 concert. It was seconded by Commissioner O'Keefe and carried unanimously.

Director Hackbarth has set up Band auditions for 5/14 from 10 – Noon.

Commissioner Lee reported that he has a w-9 from the City for us to use when donors request it. He also reported that the bank account for QR code donations has been set up at Sauk Valley Bank. He will contact Janna Groharing to get it set up to be included in the Spring Program.

VI. NEW BUSINESS

Commissioner Reyes noted that nominations and elections for officers will take place at the May Commission meeting.

VII. MISCELLANEOUS

Commissioner Reyes had the following reminders of upcoming events:

Economic Interest Statement deadline: May 2022

Elections of Officers: May 2022

Annual Meeting: June 2022

Commissioner Lee and Manager Ausman reported that the City has been going through their audits and HR paperwork. Many of our long-term members are missing their I-9 form on file. Mr. Ausman will work with Christina Rodriguez at City Hall to get the forms filled out as needed. Additionally, since all Band members are employees of the City of Sterling, all must go through annual Sexual Harassment training too. Mr. Ausman will work with Deb Dillow at City Hall to set this up.

Director Hackbarth reported that Tom Bough from NIU has contacted her about sharing a future concert with one of the NIU bands in the future. He was flexible as to which band, and to what date that will work for us. She thought initially that the Spring concert might be an appropriate setting, and will investigate the matter further.

VIII. ADJOURNMENT

Commissioner Boze made a motion to adjourn the meeting. Commissioner Lee seconded the motion which carried unanimously and the meeting was adjourned at 7:25 p.m.

Minutes were taken by Band Manager Paul Ausman for submission to the Clerk of the City of Sterling.

A handwritten signature in black ink, appearing to read "Paul Ausman", with a long horizontal flourish extending to the right.

Paul Ausman

SMB Band Manager

**The next regular meeting of the Sterling Municipal Band Commission will be
Tuesday May 10, 2022 at 6:00 p.m. in the City Council Chambers
located on the first floor of City Hall, 212 Third Ave, Sterling, IL. 61081**