

Minutes for the City of Sterling Municipal Band Commission

October 12, 2021

Commissioners:

Gonzalo S. Reyes – Chair

Kevin O’Keefe – Vice Chair **absent**

Amy Boze – Secretary **absent**

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 10/12/2021 at 6:03 p.m. in the North Conference Room at City Hall, 212 Third Ave, Sterling, Il. 61081.

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

II. CENTRAL PARK RENOVATIONS UPDATE

City Manager Scott Shumard presented an update on the renovation plans for Central Park. The City has hired a Construction Manager to get bids from the sub-contractors. Tree removal has begun. The sidewalks have been put on hold until IDOT is finished with construction on 4th Street. Discussion is ongoing concerning the concrete in the bench seating area. It has not been decided to replace it or not. Most of the discussion is revolving around the benches themselves, and whether to repurpose, update, or replace them. The rear of the band shell has mortar cracks. Elmendorf Masonry has been contacted to inspect it. They have recommended cleaning and sealing the brick to slow down the de-lamination of the bricks due to weather.

III. CONSENT ITEMS

Commissioner Lee made a motion to approve the following consent items:

September 14, 2021 Meeting Minutes

Band Director Report

Band Manager Report

Commissioner Crisp seconded the motion which carried unanimously.

IV. FINANCIAL REPORT

Commissioner Lee presented the Financial report showing:

	<u>Budget</u>	<u>Actual</u>
Personnel:	\$61,000	\$36,570.00
Materials and Services:	\$39,038	\$25,135.02
Capital Expenses:	\$9,050	\$5,282.55
Revenue:	\$91,294.00	\$88,713.28

Commissioner Lee gave the financial report as shown above and stated that the working balance is \$21,725.71.

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

V. COMMENTS FROM THE PUBLIC

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

VI. OLD BUSINESS

Director Hackbarth presented the first draft of the Vocal Soloist Policy. Final review will take place next month when the whole Commission is present.

The Commission was in agreement that we will not revise the current rental agreement for Grandon Civic Center to provide the sound system as a rental option.

Everyone in attendance thought that the Band's participation in the annual Fiesta Day Parade was a success. We will plan on participating in next year's parade as well.

Director Hackbarth reported on Frank Sinatra style vocal soloist. The \$1700 fee will include the soloist, and a quintet. We will provide the soloist two nights stay in a hotel as well a meal per diem. Mileage will not be necessary. We are looking to book him for the last concert of the 2022 Music Under the Stars series. Final review and vote will occur at next month's meeting.

Director Hackbarth and Band Manager Ausman reported on preparations for the 2022 Winter Pops Concert. They both suggested that we move the venue to New Life Lutheran Church. Their facility will allow us to present a concert that maintains the excellence of the previous concerts as well as allow us to do so in a safe manner both for the Band and the Audience. Abiding Word Church has been excellent to work with for all the years they hosted the Band. However, additions to their stage presentation and sound/light control area have limited the space the Band would be able to utilize. Vocal soloist Kevin Jenson and Clarinet soloist Lindsay Petty will be featured. Commissioner Lee will get quotes on 200-250 cake pops. Commissioner Crisp made a motion to approve the use of New Life Lutheran Church for up to \$4,000. It was seconded by Commissioner Lee and carried unanimously.

The majority of the Band Member Survey discussion was tabled until November's meeting when the entire Commission will be present. Commissioner Lee would like to get a plan together to communicate to the Band what the actual vision of the Commission is. Commissioner Reyes has drafted a mission/vision statement to replace the one that is on our web page, which everyone agreed was too long. He would like everyone to bring examples in for the next meeting. He would also like to get the pictures on the web site updated. He will take care of it.

VII. NEW BUSINESS

Commissioner Reyes would like to create a Set-up Assistant position for the Band. Manager Ausman and Director Hackbarth both felt it was too soon to create it. Part of the Summer issue was due to an injury a key set up member sustained, which prevented him from being able to help out as he normal did in the past. Both Mr. Ausman and Ms. Hackbarth are well versed in what the Band needs for set up and can step in to help the other should they need it. There are a few key Band members they will keep their eye on and teach them more of the set-up procedures to give the Band greater depth.

Commissioner Reyes would like to make Dianne and Tom Ausman Band Ambassadors with listing in the Thank You section of each program, as well as being presented Band Polos with Ambassador embroidered under the Band logo. He will approach the Ausmans to present the idea.

The goal to get the Corporate Sponsorship letter out is early November. Director Hackbarth and Manager Ausman will work with Janna Groharing on it.

Director Hackbarth would like personalized thank you cards sent to all of our 2021 donors. Commissioner Lee will cross reference his donor lists and get them to Manager Ausman to print and mail the cards out.

The Commission discussed the topic of waiving the rental fee for Grandon Civic Center when outside groups wish to rent the facility. It was decided that each case would be decided upon independently as long as a request is submitted 1 week prior to the agenda deadline for the next month's Commission meeting.

VIII. EXECUTIVE SESSION

Commissioner Crisp made a motion to enter Executive Session. Commissioner Lee seconded the motion which carried unanimously and was entered into at 8:31 p.m.

Commissioner Crisp made a motion to enter Open Session. Commissioner Lee seconded the motion which carried unanimously and was entered into at 9:11 p.m.

IX. MISCELLANEOUS

There were no Miscellaneous items brought up this month.

X. ADJOURNMENT

Commissioner Crisp made a motion to adjourn the meeting. Commissioner Lee seconded the motion which carried unanimously and the meeting was adjourned at 9:13 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 line extending to the right.

Paul Ausman

SMB Band Manager

The next regular meeting of the Sterling Municipal Band Commission will be

Tuesday November 9, 2021 at 6:00 p.m. in the City Council Chambers

located on the first floor of City Hall, 212 Third Ave, Sterling, IL. 61081