

MSU ALUMNI BAND
Alumni Band Executive Board Meeting Minutes
Sunday, March 22, 2009

REMINDER: The next Board meeting will be Sunday, June 7, 2009

1. The meeting was called to order at 2:00 p.m. by President Bill Sachs

Present: Dale Bartlett, Betty Elliott, Tim Fox, Lynn Kelsey, Greg Pell, Bob Rice, Bill Sachs

2. **Secretary's Report – Betty Elliott**

The Secretary's report was approved as submitted.

3. **Treasurer's Report – Greg Pell** (attached at end of these minutes)

- a. The regular report was approved as submitted
- b. The year end reconciliation showed:
 - i. Items needing further examination and discussion: tent; scholarships, donuts
 - ii. Foresight costs now cover multiple old vendors, costs, etc.
 - iii. 3rd class mailing permit will be allowed to expire and overall newsletter costs will go down.
 - iv. Phone line will be different

4. **Vice President's Report – Jim Barry**

Jim reported that he will take on the responsibility of researching a new vendor for shirts, and other alumni merchandise.

5. **President's Report – Bill Sachs**

Bill reports that the changes to the *Encore* are a success. He also reports that he has added Terry as a co-signer to the checks. Bill's report, as attached at the end of these minutes, was approved as submitted.

6. **Member Relations Report – Tim Fox**

- a. Tim reports that there are now 217 members on the Face Book site and is proving to be a good venue for sharing information.
- b. 116 responses have been returned for the Spring concert. 40 indicate they are playing; 54 have elected to pay their dues now instead of in the fall; 91 were returned undeliverable. March 30th is the deadline.

- c. A request for address updates is on all web sites. Now is a good time to try to get shared alumni membership information from the alum offices because of all the changes taking place in that office.
- d. 13 members have made \$350 in donations to the Wind Symphony.
- e. Tim's report was accepted as submitted.

7. Old Business

- a. Web Site – Brad is doing a great job and has added a new link to a Google calendar.
- b. Mechanics for new memberships for graduates: the current registration forms will be altered to include a line for 1st year free memberships immediately following graduation, as the current MSU AA application includes.
- c. Lifetime Memberships: Need to find a way to allow payment of more than one year at a time, as well as lifetime memberships. Will discuss further at next meeting.
- d. Alumni Merchandise: Jim will research other vendors, checking to see if the University has a list of preferred vendors. Greg has a contact that provides the coaches' clothing and will pass that info to Jim. Jim will make one last attempt at making contact with Kirk Gartside from CE Plus.
- e. Spring Concert: registrations are coming in (see Tim's report). The student group will provide refreshments with 1-2 registration desks. Tim and Jim will handle name tags. Instrument requests are to go through John Madden. Betty has sent alumni directors personal invitations.

8. New Business

- a. Fall Reunion: Scheduled for Homecoming weekend, October 17th, against Northwestern (see president's report). As previously discussed we are in need of a local chairperson along with multiple volunteers.
 - i. Jim questioned the numbers that have been participating in the past few year's worth of reunions. Gary has that history.
 - ii. A vote on repeating the Friday night tent will be taken at a later meeting or via e-mail.
- b. Alumni Band Phone: The line currently listed will be terminated or switched to Tim Fox's phone. Tim is willing to have his number listed and will keep track of the number of calls, with changes to be made later if desired or needed. Bill will e-mail Brad with the change and the need to change the *Encore* masthead. Gary will handle the "forwarding" via the phone company.
- c. Spring requests for Alumni Band appearances: Jack has gotten requests for the group to appear in the Lansing 150 parade on May 16th, the Lake Lansing Band Shell on 5/29, an MSU AA June 4th 50th reunion luncheon, and a variety of other locations. Discussion at a later meeting needs to take place on how we want to handle these multiple requests.
- d. 2010 Tour Band: Only 50 have signed up with 31 being musicians. It's been decided there aren't enough to go. Lorilee will be sending out options (i.e. go and not play thereby reducing the price, open to other individuals, etc.).

The next meeting of the board will be Sunday, March 22, 2009.
The meeting adjourned at 4:02 p.m.

Respectfully submitted,
Betty Elliott, Secretary

MSU Alumni Band

Treasurer's Report

January 1, 2009 – February 27, 2009

Revenue & Expenditures

Total Beginning Check Balance \$8645.67

Revenues:

Miscellaneous Dues	<u>\$40.00</u>	
	Total Deposits	<u>\$40.00</u>
	Sub-total	\$8,685.67

Expenditures:

Check #1072 Expense Reimbursement – Tim Fox	\$84.00	
Check #1074 Kim Hopkins Design	\$600.00	
Check #1075 US Postmaster	\$603.25	
-- AT&T February	\$74.46	
-- AT&T January	\$37.47	
	Total Expenses	<u>(\$1399.18)</u>

Ending Checking Balance \$7286.49

Current Bank Balance as of February 27, 2009

Certificate of Deposit (as of February 27, 2009)	\$5,808.87
(Interest rate 3.73%) (December interest \$36.68)	
Checking Account	<u>\$7,286.49</u>

Total Cash Available \$13,095.36

Respectfully Submitted, Greg Pell, Treasurer

(Sunday, March 22, 2009)

2008 – Revenue

Spring 2008 Dues	\$ 1,095.00
Spring 2008 Dues	\$ 1,007.00
Fall 2008 Dues	\$ 3,784.00
Golf Outing Receipts	\$ 2,544.00
Fall 2008 Dues	\$ 7,246.96
Fall 2008 Dues	\$ 93.00
CD Receipts	\$ 214.00
Fall 2008 Late Dues	\$ 985.00
National City Interest	\$ 202.52

Total 2008 Revenue \$17,171.48

2008 Cash Expenditures

Encore Costs	\$ 6,023.84
Fall Activities	\$ 4,811.78
Honoraries/Memorabilia	\$ 2,301.88
Administration/Telephone	\$ 1,439.06
Band Tent	\$ 1,000.00
Mailing Cost	\$ 961.87
Homecoming Expense	\$ 354.82
Board Meeting Cost	\$ 298.07

Total 2008 Cash Expenditures \$17,192.22

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2008 Detailed Cash Expenditures

Mail Expense

#1042 US Postal Permit	\$ 773.00
#1052 Postage	\$ 50.00
#1057 Returned Mail Chrg	\$ 54.87
#1072 Postage	\$ 84.00
	<u>\$ 961.87</u>

Fall Activities

#1063 Subway Lunches	\$ 929.50
#1064 Golf Outing	\$ 2,616.28
#1065 Golf Outing	\$ 191.00
#1066 Old Cty Caterers	\$ 1,075.00
	<u>\$ 4,811.78</u>

Memorabilia/Honors

#1045 Pres. Pictures	\$ 301.88
#1050 Whitwell	
Scholarship	\$ 1,000.00
#1051 Whitwell	
Scholarship	\$ 1,000.00
	<u>\$ 2,301.88</u>

Homecoming Expense

#1058 Truck/Banner	\$ 172.30
#1067 Truck/Banner	\$ 182.52
	<u>\$ 354.82</u>

Band Tent

# Uncle Buck - Tent	\$ 200.00
# Catering	\$ 800.00
	<u>\$ 1,000.00</u>

Encore Costs

#1043 Millbrook Envelopes	\$ 376.30
#1044 Custom Mailer	\$ 387.94
#1046 Khop Design	\$ 600.00
#1049 Foresight Group	\$ 762.50
#1053 Foresight Envelopes	\$ 298.27
#1054 Khop Design	\$ 600.00
#1056 Foresight Group	\$ 2,661.67
#1069 Khop Design	\$ 60.00
#1070 Foresight Group	\$ 277.16
	<u>\$ 6,023.84</u>

Board Meeting Expense

#1047 January Board Mtg.	\$ 72.83
#1048 March Board Mtg.	\$ 61.10
#1059 May & August Mtgs.	\$ 165.04
	<u>\$ 298.97</u>

Miscellaneous Administration/Telephone

#1055 Roger	\$ 127.71
#1060 Tables (10)	\$ 635.90
Telephone (annual)	\$ 465.18
#1068 Tim	\$ 190.77
#1071 SOM Filing Fee	\$ 20.00
	<u>\$ 1,439.06</u>

2009 Cash Expenditures

Memorabilia/Honors
Wind Symphony cbdna

\$1,500.00

Encore

Spring Khop \$ 600.00

Foresight Group \$1,551.36

\$2,151.36

Postage

US Postmaster Spring

\$ 603.25

2009 Revenue ToDate

Deposit Miscellaneous

\$ 40.00



PRESIDENT'S REPORT

MSU ALUMNI BAND EXECUTIVE BOARD MEETING

SUNDAY, MARCH 22, 2009

March Madness is underway and the men's game is at 5 pm today. The women's team is playing now. The Winter issue of the Encore has been out for a while. I think all issues have been addressed (payment for postage, addressing of envelopes, what to do with returns) so that future issues will be out in a timely matter. Again, our graphics editor, Kim Hopkins, deserves most of the credit for another outstanding issue. And Gary Baron, working with Foresight, has made the workflow smoother and more automated. I thought this issue had lots of information and substance about many different activities of the Alumni Band and future events.

Thanks again to Gerry Spry for not only coordinating last year's fall reunion but also providing a folder full of information and timelines needed to make the next reunion a success. We are in need of a local alum, someone who would be willing to take on the responsibilities of organizing the event. This person should not be doing all the work but spreading out the workload with other volunteers. Gary Baron has accepted the role of local contact person but we will be in need of other volunteers for this project. Please forward names/addresses of individuals that you think might be able and willing to work on the fall reunion to myself and Gary. One job responsibility might just be to contact a caterer for the coffee/hot chocolate/donuts and set up the tables for that and registration.

I've had no luck so far getting Kirk Gartside to respond to our request for payment for previous merchandise sales. He still has a link on our website. We need to find another supplier willing to attend two reunion events, have a website presence and hopefully have a license to use MSU logos AND be local. Any ideas or suggestions for a new supplier would be greatly appreciated. A new business item.

Lastly, Beryl has a phone line that we pay for and we need to either transfer that line to Tim or just discontinue its use. Gary has indicated that very few calls come through that line. Most everyone now uses e-mail for contact. Also a new business item for discussion.

Respectfully submitted,

