



SCHOOL OF MUSIC, THEATRE & DANCE
BAND ALUMNI ASSOCIATION
UNIVERSITY OF MICHIGAN

MINUTES - BOARD OF DIRECTORS MEETING
November 15, 2022 – Zoom Videoconference, 7:00 PM

Attendees

Current Board Members: Chris Alvey, Stephen Foster, Kyle Milliman, Monica Vogel, Jeff Henderson, Rachel Rigole, Kevin Wroblewski, Sarah Wroblewski, Devonie Townsend, Jim Roach, Eric Miller, Tracy Rudd
Others: Jim Kozich, Past President; Michael (Tex) Lee, Past President

1. Call to Order – 7:05 p.m.
2. Meeting Minutes Approval – Minutes from Aug. 2 meeting: Motion to Approve, Steve; Second, Jeff; passed unanimously.
3. Conductor's Forum (Kyle) – No current updates from SMTD conductors. The UMBAA Lifetime Achievement was presented to Dr. Haithcock at Bandorama.
4. President's Update (Kyle)
 - a. Welcome new members! – New Board Members Monica Vogel and Rachel Rigole introduced themselves and were welcomed to the Board.
 - b. General Updates
 - i. Homecoming Playbook Update (Kyle) – no additional progress yet. Chris volunteered to help organize the information. **ACTION:** Chris will reach out to Kyle for a copy of the current draft and start working on it.
 - c. Update on National Association of Alumni Bands (NAoAB) (Jim R) – Jim was not able to attend the most recent NAoAB board meeting, but reported there is a general meeting in a couple of weeks which is open (anyone can join/call in). He will send out the meeting info to us.
 - d. New Ideas – No updates
5. Review of Action Items
 - a. On Hold – MMB Mentorship Project (Kyle) – No updates, but we would still like to keep this under consideration.
6. Treasurer's Report (Jeff) – November 2022 Treasure's Report was shared onscreen by Jeff; a copy will be loaded to Google Drive along with the minutes by Chris. Jeff walked us through the report and noted he has made some changes to the format of the report, intended to sort and group the categories in a way that's clearer and easier to follow. Our check for 2022 Elbel Field Saturday rental (\$4,560.00) has been sent to the university although it's not yet reflected in the current report which has an end date of 31Oct2022. Other major upcoming items are the UMBAA payment to MMB for this year's Homecoming Friday night dinner, and MMB reimbursement to UMBAA for a portion of Homecoming Game ticket costs.

Amount of support for Homecoming dinner:

Motion from Jeff to write a check for \$6000 to MMB to cover ½ of the cost for the special anniversary dinner at 2022 Homecoming. No second needed since motion is from the Finance committee.

General Discussion: UMBAA collected around \$1000 for the dinner from UMBAA family and friends while dinner for Homecoming participants is included in registration fee. Total cost of the dinner was \$11,914.10 which is much higher than usual since this was a special anniversary year (50 years of women in the band, 125 years of the MMB). The motion for \$6000 would cover ½ of the total costs while MMB covers the remainder.

Motion passed unanimously.

7. Committee Reports:
 - a. Finance Committee (Jeff)
 - i. Fundraising Subcommittee (Eric): - No updates
 - ii. Auditor Update (Chris) – Financial review of bank account and credit card statements completed 11Nov2022. No concerns.
 - iii. Scholarships – No updates



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- iv. Funding Requests/Items on the horizon
 - 1. Cost Sharing for Friday Dinner – covered above, motion for \$6000 approved.
 - 2. Elbel Field Charge – Request for 2023 – Not discussed
 - 3. Concert Band Instrument Fund – Request
 - a. Final list of equipment with Richard Frey for prioritization and replacement recommendations.
– Eric has a call in to Richard and expects to talk with him this week.
 - 4. Campus Band Instrument Yearly Support – Not discussed
 - 5. Concert/Campus Band Composition Competition – Not discussed
- b. Reunion Activities Committee (Devonie):
 - i. Homecoming Sub-Committee (Devonie):
 - 1. Recap 2022: What went wrong? What went right?

Majority went well (for what was in our control).

Working with MMB: Communication was slow, probably due to very busy start to the season. Space at Revelli available to us for folder stuffing was cramped. Some issues with getting things unlocked Saturday morning.

Loaner Instruments: Some were missing pads, broken, or otherwise non-functioning, and we didn't have any extras available. Tex: will add 10% extra in request to E-Staff in the future. Devonie: possible budget to getting some things fixed, flags added, etc? Eric: some old instruments may be going to property disposal. Question: could we notify UMBAA members when that is happening, in case anyone wants to purchase something? **ACTION:** Eric/Monica (communications) can do this. Tex: will be an inventory done of what we have.

Volunteer help: Devonie needed more help with flip folder scrubbing after Homecoming! General feeling from the Board that we should build a base/e-mail distribution of local volunteers that we can call on for this and any other activities when extra support is needed. **ACTION:** Eric, consider including this on future meeting agendas.

Getting from seats to tunnel to field at halftime: We will have to continue talking with MMB about what's possible. Tracy noticed that it wasn't any faster for the visiting MSU band, where they were seated at top of stadium with 2 rows to exit, than it was for us where we were seated at Homecoming. Jim K – Should MMB design shows so Alumni can come on from SE corner? Fox TV setup was in the way at the SW corner.

Seating in the stands: Kevin – tubas in the back with 2 rows didn't happen. Not clear where our last row actually was.

Suggestion from Eric, have a specific homecoming followup meeting separately later? **ACTION:** Eric or Devonie to schedule this in December or January?

- ii. Other Reunions Sub-Committee (Jim R / Rich): - No updates
- iii. Parking Lot Award List (at UMBAA discretion, on an as needed basis) – Two names remaining from 2022 list. No updates.
- c. Membership Activities Committee (Tex):
 - i. Social Events:
 - 1. UMS event update – Tex has been in touch with Carl; looking at Zurich Chamber Orchestra on Friday March 17 (2023). Tracy: that conflicts with the start of the NCAA basketball tournament. Eric: what about an AASO concert, or University (USO/UPO) end of year concert? Tex will take that up with Carl.
 - 2. No updates on any other events
- d. Communications Committee (Eric):
 - i. Membership Update
 - ii. Website Sub-Committee Update (Jim K):
 - 1. Action Items / Items in Progress:
 - a. Automatic receipts for those who donate to the Concert Instrument Fund – requested by Jerff; Jim has sent an email to the website developer (Alpha Jango) about it.
 - iii. M Fanfare (Jim K): Gail (Stout) is still willing to take this on.
- e. Governance Committee (Tex):



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- i. Non-Members for Concert Band – An amendment to the Standing Rules has been under discussion that would formally allow non-members (community members with no Michigan Band history) to participate in UMBAA Concert Band on a case-by-case basis. A formal motion was put forward by Tex (no second required since it comes from the Governance Committee). One minor edit to the text was made during discussion by the Board. The final text - including that edit – is shown below, in context in Section 9.0.3 of the Standing Rules, with the text of the admendment highlighted in yellow.
The amendment passed unanimously.

Section 9.03: Special Committees

Each Director shall serve on at least one committee.

Current special committees include:

- Ensembles
 - Alumni that have not been a MGS in over 10 years, or who haven't become an MGS since their graduation, will have their first session of the Alumni Concert Band provided at no cost, so long as they become a MGS.
 - In limited cases, non-band alumni community members may join the UMBAA Concert Band when there is a need for more players for certain instrumental sections than there are available band alumni musicians. The Concert Band manager shall submit the names to the Board of Directors for approval for each session. The need may vary from session to session and community members who have participated in previous sessions may be excluded if sufficient instrumentation can be achieved with band alumni. Any community members participating in the Concert Band must pay all applicable participation fees as well as register as Friends of the Association. Non-band alumni Concert Band participants are not eligible for any other activities of the Association not open to the public.

- f. Ensembles Committee (Brian):
- i. Concert Band Subcommittee (Jim K): Three non-members' names were submitted for Board approval to participate in the Fall 2022 session, as per the amendment to the Standing Rules: Sally Roach, clarinet; Andrew Wollner, piano; and Randy Stevenson, clarinet. All three were approved.
 - ii. Pep Band Subcommittee (Tracy): Up and running for the season!
- g. Nominations Committee (Eric): No updates
- h. Student Liaison (Sarah, Kevin, Issac): No updates
- i. SMTD Liaison (Brian): No updates
- j. Golf Outing (Mike K): No updates
- i. Date: August 6th, 2023 (Tentative)
- k. New Member Lunch (Devonie):
- i. Devonie has a vacation planned, may need support for running the day of the event. Acknowledged, and we will plan for this.
- l. Merchandise: No updates
8. Upcoming Concert Dates and Events: No updates
9. Future Dates:
- a. Next Board Meeting: January 10, 2023 @ 7:00 PM
 - b. Planning Call: January 4, 2023 @7:00 PM
 - c. Homecoming: September 23, 2023 @12:00 PM
10. Committee Assignments and Officer Elections: Executive officers for 2023 were nominated and unanimously approved: President, Eric Miller; Vice President, Kyle Milliman; Treasurer, Jeff Henderson; Secretary, Chris Alvey. Committee assignments were discussed and the updated list of committees is shown below.



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Committee		Head			Sub-Committee	Chair
Ensembles		Jim K.			Concert Band	Roseanne, Jim K, Kevin W, James R.
Communication		Kyle M., Monica V.			Pep Band	Tracy, Pete D., Eric M., Kyle M.
Finance		Jeff H., Rachel R.			Auditor	Chris A, Rachel R.
	Auditor:	Chris A.			Fundraising	Eric M
Reunion Activities		Devonie, Eric M., Stephen F.			M-Fanfare	Stephen F, Gail
Membership Activities		Tex, Eric M.			M-Notes	Eric M., Kyle M.
Governance		Tex, Jim K., Monica V.			Website/GoogleDocs/Email Groups	Jim K, Mike K, Eric M, Kyle M, Monica V.
Nominating		Kyle M.			Homecoming	Devonie T., Tracy R., Jim K, Eric M, Kyle M., Chris A., Stephen F., Michael L., Nathan W.
					BBQ/Evening Prior	
					Other reunions	Jim R, Rich A
umbaa-board@umich.edu					Golf Outing	Mike K, Jeff H, Eric M, Kyle M.
					New Member Lunch	Devonie T., (T) Monica V.
					SMTD Liason	Pres, VP
					Merchandise	Devonie T., Kyle M., Eric M., (Cam F.)
					Student Liaison	Sarah W., Kevin W., Issac A., Rachel R.

11. Review New Action Items – Not reviewed due to time (meeting running long); Chris will confirm these with the Board Members by email.
 - a. Chris: Reach out to Kyle for copy of Homecoming Playbook, and start work on organizing/formatting the information.
 - b. Eric: add “building a list of local volunteers” as an Action Item to future meeting agendas
 - c. Eric or Devonie: schedule a Homecoming followup meeting for December or January
 - d. Eric: let UMBAA members know if and when old instruments and equipment get sent to property disposition

12. For the Good of the Association
 - a. Kyle’s Closing Remarks

13. Adjournment – Motion to adjourn, Chris; Second, Kyle; meeting adjourned at 9:32 p.m.



Treasurer's Report

November 2022

J. Henderson

2023FY Income Statement

Rev: 31-Oct-2022

	TOTAL	
	JUL - OCT, 2022	JUL - OCT, 2021 (PY)
Income		
Alumni Concert Band	0.00	0.00
Concert Band Donations	300.00	0.00
Concert Band Participation Fees	1,760.00	0.00
Total Alumni Concert Band	2,060.00	0.00
Giving	0.00	0.00
Concert Instrument Fund	1,612.00	1,160.00
Endowment (General)	3,298.00	2,954.00
Total Giving	4,910.00	4,114.00
Golf Outing	0.00	0.00
Dinner	50.00	0.00
Mulligans	265.00	215.00
Participant	3,370.00	2,700.00
Putting Contest	430.00	115.00
Raffle Tickets	1,840.00	1,480.49
Skins	450.00	260.00
Sponsor	4,665.00	6,660.00
Total Golf Outing	11,070.00	11,430.49
Homecoming	0.00	0.00
Homecoming BBQ	1,050.00	0.00
Homecoming Participation Fee	9,240.00	5,820.00
Homecoming Participation Game Ticket	23,025.00	0.00
Total Homecoming	33,315.00	5,820.00
Membership	0.00	0.00
Membership - Annual	10,560.00	9,220.00
Membership - Lifetime	400.00	1,200.00
Total Membership	10,960.00	10,420.00
Other Revenue	0.00	0.00
Amazon	96.54	87.95
Interest Income	1.58	1.92
Total Other Revenue	98.12	89.87
Total Income	\$51,343.12	\$62,413.12
GROSS PROFIT	\$62,413.12	\$31,874.36

Adjusted values with golf outing revenue and expenses removed.

Financial review completed on 11-Nov-2022 w/ C. Alvey

	TOTAL	
	JUL - OCT, 2022	JUL - OCT, 2021 (PY)
Expenses		
Communications	279.96	251.96
Ensembles	0.00	0.00
Conductor Fees	1,000.00	0.00
Facility Rental	2,007.50	0.00
Supplies	153.70	0.00
Total Ensembles	3,161.20	0.00
Finance	0.00	0.00
Bank Charges, Processing Fees	160.07	92.04
Dues & subscriptions	200.00	0.00
Insurance	250.00	263.00
Michigan Annual Report	20.00	20.00
Stripe Fees	1,257.09	351.59
Stripe - Membership Dues	476.84	442.46
Total Stripe Fees	1,733.93	794.05
Total Finance	2,364.00	1,169.09
Golf Outing Expenses	17,043.10	11,891.14
Endowment (Golf Outing Proceeds)	7,707.00	7,166.00
Stripe Fee - Golf Outing	250.42	125.97
Total Golf Outing Expenses	25,000.52	19,183.11
Homecoming Expenses	0.00	3,843.56
Friday BBQ	0.00	1,532.40
Homecoming Game Tickets	33,750.00	0.00
Supplies	1,626.87	783.40
Total Homecoming Expenses	35,376.87	6,159.36
Membership Activities	640.61	0.00
Band Week Lunch	1,714.53	1,878.52
Total Membership Activities	2,355.14	1,878.52
Total Expenses	\$43,537.17	\$9,458.93
NET OPERATING INCOME	\$-6,124.57	\$3,232.32
NET INCOME	\$7,805.95	\$10,984.94

Significant Income/Expenses Coming:

Elbel Field Saturday Rental Expense **\$4,560**

Homecoming Dinner Payment to MMB **\$TBD**

Homecoming Game Tickets Payback from MMB **\$5,000 est**

2023FY Balance Sheet

Rev: 31-Oct-2022

- Concert instrument fund now contains \$5,812

	TOTAL	
	AS OF OCT 31, 2022	AS OF OCT 31, 2021 (PY)
ASSETS		
Current Assets		
Bank Accounts		
PNC Checking	5,629.48	9,796.84
Concert Instrument Fund	0.00	0.00
Endowment Funds	0.00	0.00
Total PNC Checking	5,629.48	9,796.84
PNC Money Mkt Savings	41,490.19	41,484.53
Concert Instrument Fund	5,812.00	2,777.00
Endowment Funds	3,510.00	0.00
Lifetime Membership Funds	16,480.00	15,280.00
Total PNC Money Mkt Savings	67,292.19	59,541.53
Total Bank Accounts	\$72,921.67	\$69,338.37
Total Current Assets	\$72,921.67	\$69,338.37
TOTAL ASSETS	\$72,921.67	\$69,338.37
LIABILITIES AND EQUITY		
Liabilities		
Current Liabilities		
Credit Cards		
PNC Credit Card	162.99	62.99
Total Credit Cards	\$162.99	\$62.99
Total Current Liabilities	\$162.99	\$62.99
Total Liabilities	\$162.99	\$62.99
Equity		
Opening Balance Equity	38,504.55	38,504.55
Retained Earnings	40,378.70	27,538.51
Net Income	-6,124.57	3,232.32
Total Equity	\$72,758.68	\$69,275.38
TOTAL LIABILITIES AND EQUITY	\$72,921.67	\$69,338.37

2023FY Performance to Budget

Rev: 31-Oct-2021

UMBAA 2023FY Budget 31-Oct-2022	Fiscal Year		comments
	2023		
	Budget	Actual	
Income			
Concert Band Participation Fees	3,000.00	\$ 1,720.00	
Concert Band Donations	150.00	\$ 300.00	
Savings Account Interest	6.00	\$ 2.00	
Amazon Smile Revenue	400.00	\$ 96.00	
Homecoming Participation Fee	9,000.00	\$ 9,240.00	\$30 x 300
Homecoming game tickets - registration	23,025.00	\$ 23,025.00	\$5,362 expected from MMB
Homecoming game tickets - MMB	5,362.00		
Homecoming Friday Dinner		\$ 1,050.00	
Membership - Annual	10,500.00	\$ 10,860.00	assume 525
Membership - Lifetime	800.00	\$ 400.00	
Total Revenue	\$52,243.00	\$46,693.00	

Expenses		
Communications		
Mailchimp (\$70/month)	840.00	\$ 280.00
Printing, Postage, Supplies	0.00	
Web Site - Periodic Expenses	1,300.00	
Web Site - Upgrades	2,000.00	
Total Communications	\$4,140.00	\$ 280.00
Ensembles		
Concert Band: Conductor fees	1,600.00	
Concert Band: Facility Rental - concerts	1,500.00	\$ 2,007.00
Concert Band: Facility Rental - rehearsals		
Concert Band: Supplies	700.00	\$ 154.00
Concert Band: Extra musicians	350.00	
Alumni Pep Band: Conductor stipends	1,000.00	
Score purchases for campus and SMTD bands	500.00	\$ -
New concert instrument donation		\$ -
Elbel Field Saturday Rental Fee for MMB	4,600.00	
Total Ensembles	\$10,250.00	\$ 2,161.00
Finance		
Michigan Annual Report	20.00	\$ 20.00
Bank Charges, Processing Fees	280.00	
Dues & subscriptions		
National Assoc of Alumni Bands	200.00	\$ 200.00
Quickbooks Subscription	280.00	
Insurance	250.00	\$ 250.00
Stripe Fee	1,100.00	\$ 1,747.00
Total Finance	\$2,130.00	\$ 2,217.00
Homecoming Expenses		
Friday Banquet	1,800.00	
Game Tickets	28,387.00	\$ 33,750.00
KKY/TBS Reception	200.00	\$ -
Supplies	500.00	\$ 1,960.00
Total Homecoming Expenses	\$31,187.00	\$ 35,710.00
Membership Activities		
Board meetings	0.00	
Endowment	0.00	\$ -
Band Week Lunch	1,500.00	\$ 1,715.00
Total Membership Activities	\$1,500.00	\$1,715.00
Reunion		
	0.00	
Total Expenses	\$49,207.00	\$42,083.00
Net Operating Income	\$3,036.00	\$4,610.00

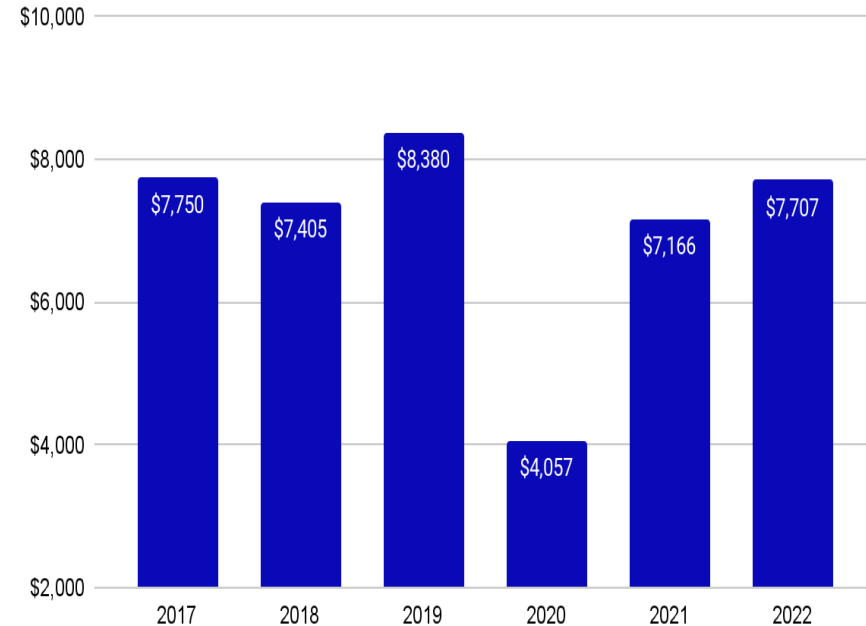
2022 Golf Outing Summary

Rev: 14-Sep-2022

Net proceeds from 2022 Golf Outing: \$7,707

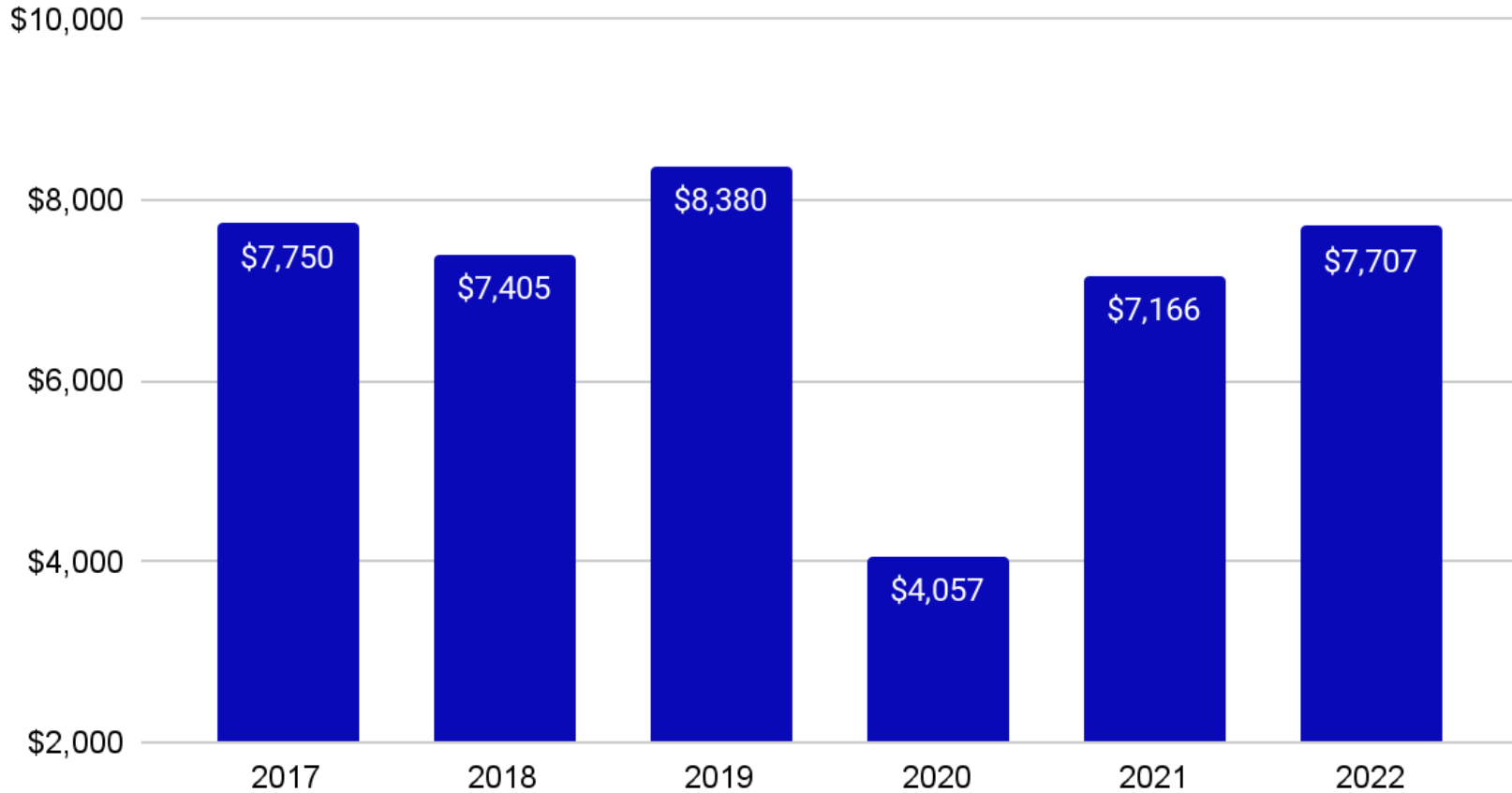
Golf Outing Revenue	
Dinner	\$100.00
Mulligans	\$420.00
Participant	\$10,290.00
Putting Contest	\$620.00
Raffle Tickets	\$1,840.00
Skins	\$660.00
Sponsor	
Matt Miller Homes	100.00
Lance Lada	250.00
Christen Lepley	75.00
White Street Tailgate Crew	3,400.00
Samjin	600.00
Linda Ridley	100.00
Clean Air Technology	2,200.00
ND Industries	1,200.00
Magni	1,200.00
Eric Miller	375.00
MAThread	1,290.00
Taeyang	600.00
Homesure Lending	1,500.00
Homesure Lending	-1,500.00
Total for Sponsor	\$11,390.00
Total for Golf Outing	\$25,320.00

Golf Outing History - Net Proceeds

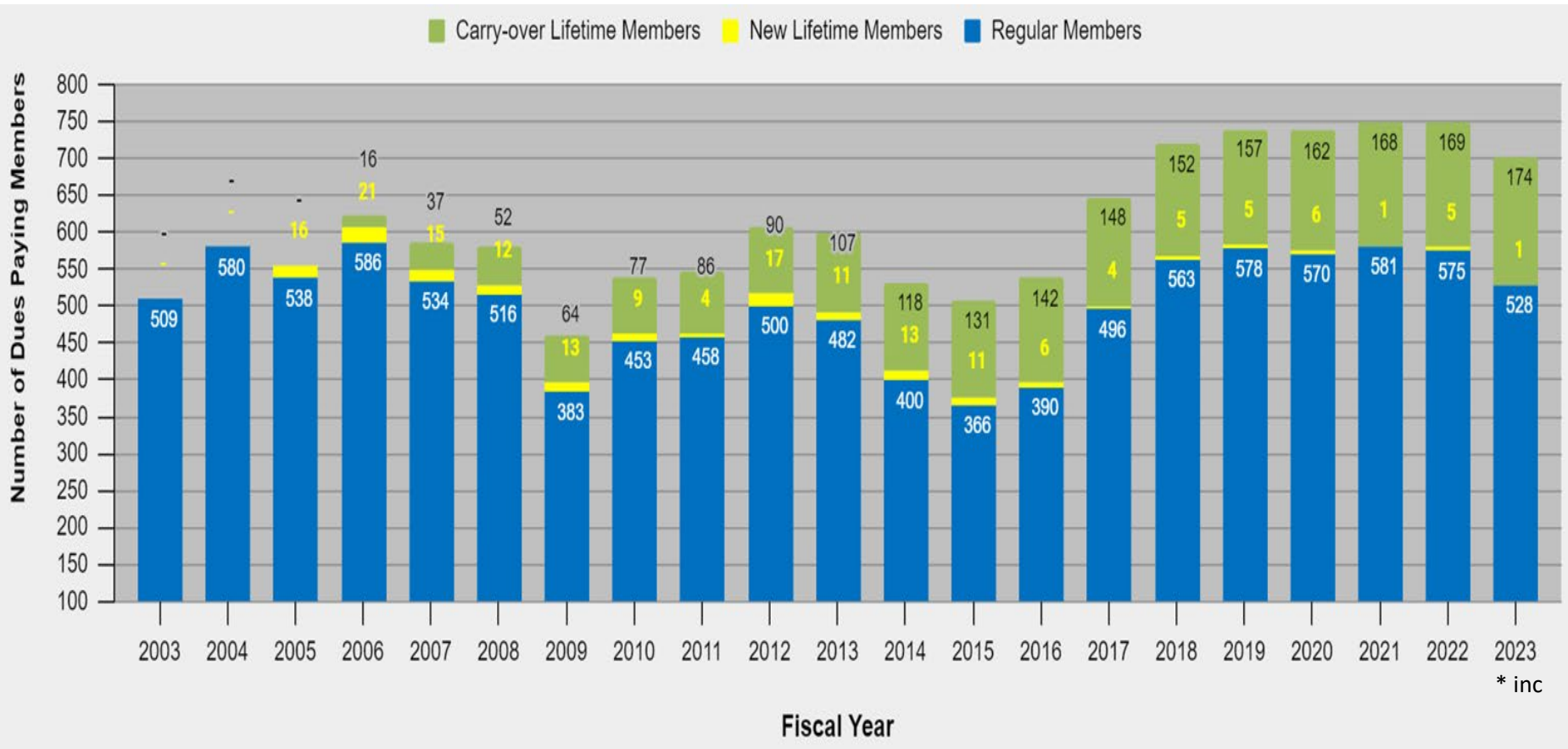


NAME	Expenses	MEMO/DESCRIPTION	AMOUNT
Golf Outing Expenses			
Signarama		Signage for golf outing	700.00
		cash withdraw to cover prize money at golf outing	600.00
		cash withdraw to cover prize money at golf outing	600.00
Univ of Mich Golf Course		greens fees for annual golf outing	6,540.00
Signarama		SIGNARAMA TROY TROY MI	163.90
		move cash back to bank account	-1,200.00
		cash payout for skins winner	380.00
		cash for plaque engraving for annual winner	20.00
The University of Michigan Catering		Catering for golf outing	9,239.20
Total for Golf Outing Expenses			\$17,043.10
Stripe Fee - Golf Outing			\$570.18
Total for Golf Outing Expenses with sub-accounts			\$17,613.28
TOTAL			\$17,613.28

Golf Outing History - Net Proceeds

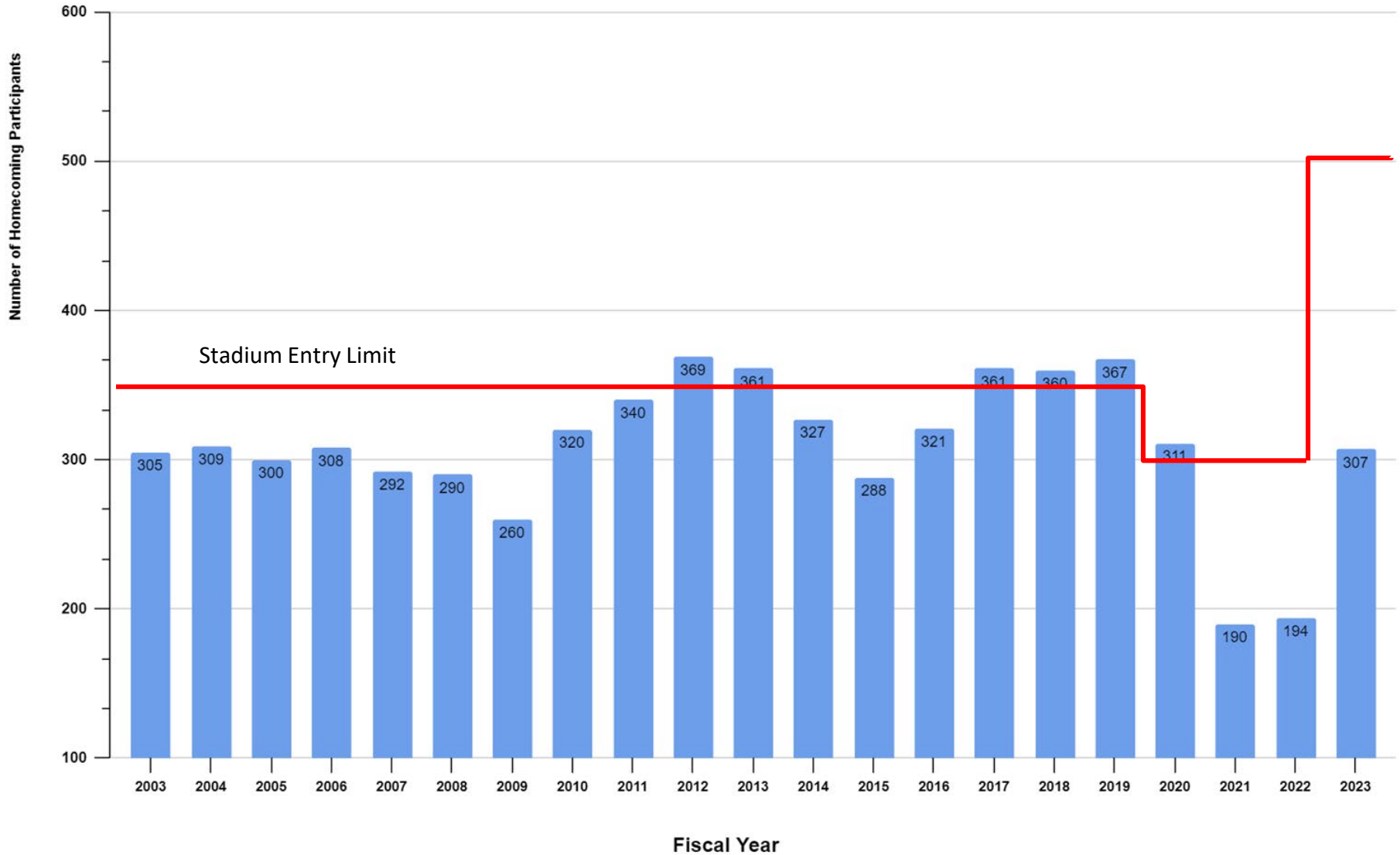


Rate of annual memberships significantly ahead of last year at same time

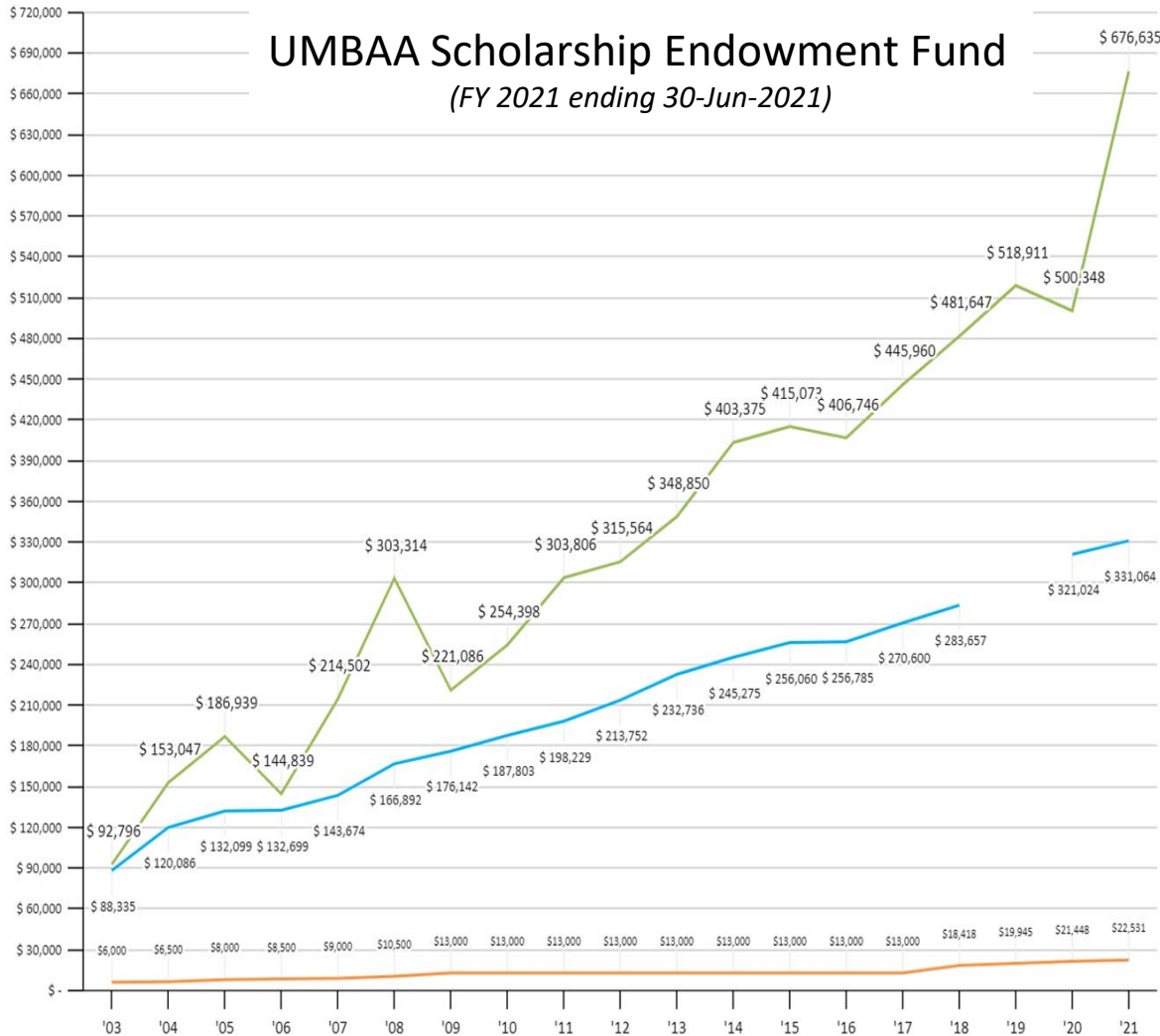


Blast Participation

Rev: 16-Sep-2022



UMBAA Scholarship Endowment Fund (FY 2021 ending 30-Jun-2021)



- Market Value
- Principle Balance
- Scholarship Value

Issue: Scholarship fund has too much \$ in the expendable category and continues to increase (good problem to have!)

- Each year a certain amount of funds get moved into an expendable fund based on the funds performance
- The expendable fund has been growing much faster than the amount given each year in scholarships
- To address this issue, we need to increase the amount of scholarships given going forward
- Currently the expendable fund contains over \$80,000

What to do? Spend more, but how much more?

- Development office has a modeling tool which estimates the growth of the expendable fund given certain assumptions
- Model indicates we can more than double our current scholarship offering (see next page)