

CITRUS SYMPHONIC CONCERT ASSOCIATION

D/B/A - NATURE COAST COMMUNITY BAND

BOARD MEETING

SATURDAY JANUARY 12, 2020

ATTENDEES: Cindy Hazzard, Judy Williams, Pat Johnson, Martha Brown, Susan Mahoney, Nancy Furman, Jim Enoch, Shelley Niehaus

GUEST: Paul Furman **NOT IN ATTENDANCE:** Sally Timm, Lydia Zahavah, Sharon Davis

Board meeting called to order by Judy Williams at 9 a.m.

Judy Williams asked Shelley Niehaus to confirm who was eligible to vote according to the 2009 by-laws.

According to the 2009 by-laws the Conductor, President, Vice President, Secretary, Treasurer and 2 directors at large. The following were allowed to vote Judy Williams, Pat Johnson, Martha Brown, Cindy Hazzard and Shelley Niehaus. Based on this information we have a quorum.

MINUTES: Minutes from the November 9, 2019 board meeting were accepted. Motion made by Martha Brown and Second by Pat Johnson.

MOTION: Shelley Niehaus made a motion pursuant to Sally Timm's email dated January 5, 2020 that we accept per the email the resignation and proceed forward in separating Sally Timm from the NCCB Board. Motion seconded by Martha Brown. The ayes have it and the motion carries.

Shelley Niehaus made a motion to have Paul Furman step in as Vice President. Motion seconded by Martha Brown. The ayes have it and the motion carries. Paul Furman accepted the position as Vice President.

FINANCIALS: Pat Johnson has done an self-internal audit of the books for 2019. The NCCB has \$32,725.50 in cash in the bank with \$19,000 restricted grant money and the remaining \$13,725.50 is operating cash to begin the 2020 year.

Pat Johnson will make all deposits and Nancy Furman will post into the Friends spreadsheet. Cindy Hazzard will give Pat Johnson all deposits.

Susan Mahoney made a motion for a vote of confidence in Pat Johnson for all the financial work, 5013c work that Pat Johnson does for the band. Seconded by Cindy Hazzard. The ayes have it and the motion carries.

Susan Mahoney is working on the next phase of Public Relations (PR) which is putting together a package to obtain corporate sponsors. All pictures that are being used will have to sign a model release.

JOB DESCRIPTIONS: Pat Johnson will be posting to the website the job descriptions and will notify the board members with an email to review the job descriptions by a certain date. After all job descriptions are approved then Pat Johnson will post the Procedures and make up notes books for each.

LIBRARIAN: Jim Enoch has updated the library spreadsheet with dates that the music was placed. Nancy Furman will be taking over the spreadsheet going forward and also assisting Emily Reisdorf as needed. Shelley Niehaus will assist Nancy Furman with any library work as needed.

BY-LAWS: Shelley Niehaus passed out the proposed 2020 By -laws along with recommendations made by Nancy Furman for some additional changes. Changes will include removal of officer, releasing band information publicly, Code of ethics and update in Marketing/PR. These changes will be made by Shelley Niehaus and sent to Board members for final approval and then put up on website and announced to the band to please read and let Shelley Niehaus know of any recommendations. A vote will be made by the band two weeks after the by-laws are posted on the website.

STRATEGIC PLANNING: Judy Williams made the announcement that Sharon Davis will be stepping down at the end of 2020. Discussion ensued about the strategic planning for NCCB. Paul Furman/Shelley Niehaus moved that the NCCB abandon the effort to produce a formal strategic plan but continue to incorporate elements of good planning into the day-to-day operations of the organization. Seconded by Martha Brown. The ayes have it and the motion carried.

NEW BUSINESS:

CONDUCTOR PODIUM: Paul Furman is constructing/designing a podium for the conductor. The projected completion date is in the next two weeks.

BAND RETREAT: Judy Williams brought to the Board about socializing outside the Board meetings. Such as a dinner or luncheon to become better acquainted with each other. Shelley Niehaus will look into planning an event which would include your husband or significant other. Date to be announced in the future.

CONDUCTOR REPORT: Cindy Hazzard reported that Parks and Recreation gave away our October 31, 2020 date for the opening Veteran's Day celebration. The option were to not have a concert on Saturday October 31, 2020 or to have a Saturday and Sunday concert at Corner Stone Baptist Church or to move the concert to the week before and notify Veteran Coalition about the change. Shelley Niehaus made a motion to move the October concert to the week before and to notify the Veteran Coalition. Seconded by Pat Johnson. The ayes have it and the motion carries.

SCHOLARSHIPS: Martha Brown wanted to find out which NCCB member would be eligible for scholarship. Cindy Hazzard will get with Martha Brown on who is eligible for scholarships.

RETIREMENT OF CONDUCTOR: Cindy Hazzard made the announcement that she will be stepping down as Director of NCCB after the July concert. Cindy Hazzard will submit a letter to the Board and she will make the announcement to the Band. Cindy Hazzard will continue to participate in the NCCB Band and Board. The resignation was accepted by Martha Brown and seconded by Jim Enoch. The vote was taken and all accepted the retirement of Cindy Hazzard.

Shelley Niehaus will start planning the retirement party.

CONDUCTOR SEARCH COMMITTEE: Cindy Hazzard will chair the search committee for a new conductor. Judy Williams, Pat Johnson and Shelley Niehaus will also be on the committee. Other committee member selection at a later date.

The next Board meeting will be Saturday, March 21, 2020 at 9 am.

Motion to adjourned was made by Martha Brown and seconded by Paul Furman.

Respectfully submitted by:

Shelley Niehaus

NCCB Secretary

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