Iowa City New Horizons Band
Steering Committee
Meeting Minutes
May 7, 2015

Steering Committee Members present: Alice Atkinson, David Carlson, Jan Hanson, Jean Hill, Jerry Musser, Ken Slonneger
Guest: Erin Wehr

Jean Hill called the meeting to order at 1046.

Motion to approve the minutes from the December 11, 2014 meeting was made by Alice and seconded by Jerry. It was proposed that future minutes be sent electronically to all steering committee members with a "reply all" for change/approval of minutes . Minutes can then be posted to the ICNHB website in a more timely manner. Motion to make this change in approval of minutes was made by Jerry and seconded by Jan.

Jerry presented the treasurers report. The NHB operating budget will have $436.08 left after all checks clear. Jerry passed out a document listing all current and inactive NHB members. We currently have 60 active NHB members.

Follow up on 4-8-2015 meeting with FICNHB:
Budget for 2015-2016 will remain same as previous years budget
Band fees will remain the same.
Discussion of reimbursement for cards/postage. No decision on this issue.
Directory update-a page for each new band member will be prepared to be added to the current directory. A dollar estimate will be obtained for this with communication to steering members electronically. Updated directory to be distributed during the summer session.

Band manager: decision was made to table this concept at this time.

Revision of bylaws: The steering committee will meet @ Jean's house on May 19 at 0900 to discuss and revise NHB bylaws prior to distribution to NHB members for feedback & approval.

Discussion of nominating committee appointments. Suggestions for a female & male representative from brass and woodwinds.

Discussion of a possible publicity committee for the future. Jan and Jean will help with this during this summer. Discussion of a summer social after City Park concert and an early September social. Details to be finalized at a later date.

Ken presented information on the ICNHB Facebook page.

Motion to adjourn made by Jan and seconded by Alice.

Meeting adjourned at 1154.

David E Carlson
Secretary

Iowa City New Horizons Band
Steering Committee
Meeting Minutes

June 9, 2015

Members present: Alice Atkinson, David Carlson, Jan Hanson, Jean Hill, Jerry Musser, Ken Slonneger

Jean Hill called the meeting to order at 1049.

Minutes of the May 7, 2015 meeting were previously approved via email.

Financial report: Jerry reported we have 37 paid members for the summer session and a NHB bank balance $1586. $500 from the NHB account will be paid for summer session band director. Financial report accepted as presented.

Discussion of Fall Kickoff for the band: Jan has contacted individuals about renting the North Ridge Pavilion in Coralville for a New Horizons Band Fall Kickoff. We can rent the facility on Thursday evening September 3, 2015 from 5PM-9PM for $50. A wine/beer permit is an additional $15. There is a $300 damage deposit, refundable if no damage. We are proposing a pot luck (everyone bring a hot/cold dish, water & lemonade will be provided), inviting Monday Night Live Band, Linn Street Band, fall ensemble student directors, Friends of Iowa City NHB and any potential NHB members. Motion to reserve North Ridge Pavilion for September 3 from 5PM-9PM was made by Jan and seconded by Alice with unanimous approval. Jerry will make the reservations for September 3.

The steering committee approved Gene Spaziani and Jan Rawley as the nominating committee for the fall 2015 election.

Motion to adjourn made by Alice and seconded by Ken.

Meeting adjourned at 1114.

David E. Carlson
Secretary

Iowa City New Horizons Band
Steering Committee
Meeting Minutes

July 28, 2015

Members present: Alice Atkinson, David Carlson, Jean Hill, Jerry Musser, Ken Slonneger
Guest: Nancy Wombacher

Jean Hill called the meeting to order at 1055.

Minutes of the June 9, 2015 meeting were previously approved via email.

Financial report: Jerry reported we have a NHB fees account balance of $1209.91.

Financial subcommittee of FICNHB report:
The address for receipt of FICNHB donations will be a post office box, which will be checked twice weekly. The cost of the post office box is $56/year, and will be paid by FICNHB. The post office box address is as follows:

FICNHB Treasurer
PO Box 704
Iowa City, Iowa 52244-0704

The procedure for FICNHB receipt of money (established to comply with governmental laws and regulations) will be a two step process:

1) person receiving donation(s) or band fee(s) will complete a deposit slip
2) the donation(s) or band fee(s) and deposit slip will be given to Bob Hansen, who will take deposit to bank

There was discussion of format for a NHB membership card. Final format of membership card will be approved by steering committee members via email.

Discussion of non-NHB members of Silver Swing paying a fee to help reimburse Silver Swing director. Motion made by Ken, seconded by Jerry and unanimously approved to set this fee at $30 per semester. Fee will be collected by the NHB Treasurer.

The committee agreed to add address information for FICNHB to NHB website.

Ken presented an Italian band calendar as an idea for a future promotional item.

The NHB fall annual meeting date was set for October 13, 2015. Jean will send the by-laws amendments to all members in advance via email. Bylaw amendments will be voted on at the annual meeting.
Next steering committee meeting will be on September 10, 2015.

The NHB Fall Kick off Pot luck will be held on Thursday, September 3, 2015, at North Ridge Pavilion in Coralville from 5:30-8:30 PM.

Motion to adjourn made by Jerry and seconded by Alice.

Meeting adjourned at 1205.

David E. Carlson
Secretary

Iowa City New Horizons Band
Steering Committee
Meeting Minutes

September 10, 2015

Members present: Alice Atkinson, David Carlson, Jan Hanson, Jean Hill, Jerry Musser
Guest: Erin Wehr

Jean Hill called the meeting to order at 1047.

Minutes of the July 28, 2015 meeting were previously approved via email.

We have one new NHB member this fall, Sue Wolken, percussion.

Financial report: Jerry reported we have a NHB account balance of $1,114.85. Fall fees collected this week are not included in this balance. Financial report accepted as presented.

The NHB membership card is now in use. The card will also serve as a receipt for dues.

The fee for non-NHB members in Silver Swing will be $30/semester ($60/year). Jerry will followup on this.

The Independent Contractor Contract between the ICNHB and The Center was discussed/modified and will be taken back to David Bright. We hope to finalize this contract very soon.

The annual meeting of the ICNHB will be on Tuesday, October 13, 2015, @ 1000. The amendments to the bylaws will be presented for approval. Two new members of the ICNHB Steering Committee will be selected. Candidates for these positions are: Martin Hill, William Laubengayer, Karla Laubenthal, Joyce Marner, and Marilyn Van Roekel. This information will be emailed to all NHB members 15 days before the meeting.
Jan Hanson has compiled a folder of information about the fall kickoff potluck that can be used in the planning of future NHB potlucks/parties.

Motion to adjourn made by Jan and seconded by David.
Meeting adjourned at 1141.

David E. Carlson
Secretary

Iowa City New Horizons Band
ANNUAL MEETING

October 20, 2015

The annual meeting of the Iowa City New Horizons Band (ICNHB) was called to order at 0931 by Steering Committee Chair Jean Hill. All current members of Steering Committee were present as were a majority of the ICNHB members.

A motion by Gene Spaziani, seconded by Joyce Marner, was made to approve the minutes of the 2014 annual meeting.

Treasurer's Report: Jerry Musser reported we currently have 64 paid members and we do have a quorum today. Silver Swing members not in ICNHB are also paying dues. We have a current balance of $1,481.48. All fees for students and director for the fall 2015 semester have been forwarded to the University for distribution.

Introduction of candidates: Jan Rowley and Gene Spaziani were on the nominating committee that selected the following candidates for two positions on the Steering Committee.
Martin Hill (bassoon), William Laubengayer (clarinet, etc), Karla Laubenthal (flute), Joyce Marner (flute), and Marilyn Van Roekel (saxophone)
Margy Winkler and Bill Gauger were tellers for this election. Balloting was done twice, due to a tie vote after the first count. William Laubengayer and Joyce Marner were elected to 3 year terms on the ICNHB Steering Committee.

Report of the Steering Committee by Jean Hill:
1) Acknowledgement of Ken Slonneger and Jan Hansen for their terms on the Steering Committee.
2) Shelia Stevenson and Jeanette Carter were thanked for their work in maintaining the music library and inventory of instruments.
3) Glo Berry and Jan Rowley were acknowledged for their work on the Sunshine Committee.
4) Steve Schomberg and David Carlson were thanked for their work maintaining the ICNHB website. The ICNHB will assume the website cost of $75 per year.
5) Nancy Wombacher gave a report on FICNHB (see attached).

Status of ICNHB relationship with Senior Center/contract with FICNHB:
The ICNHB is close to having a contract with the Senior Center. Regarding issues of ownership of our percussion instruments and music: Over the past year our pro-bono attorney, David Bright, has proven that we are a legal entity and that the instruments and music, given to the ICNHB or purchased with band funds, do belong to ICNHB. The contract is an agreement between the Center and the Friends of ICNHB (FICNHB), as a non-profit organization, and is a variation of the standard Independent Contractor contract required by the Senior Center and City of Iowa City. The NHB Steering Com-

mittee and the FICNHB Board have been involved in negotiations through our attorney, David Bright. Nancy Wombacher and Jean Hill have been the point-persons for both groups.

Other highlights of the **proposed** version of the ICNHB/Senior Center contract include:

1) Continued music storage on the mezzanine in City-owned file cabinets. However, we must remove the kitchen storage (UI file cabinets) by December 1, 2015. Ensemble music has been removed from the mezzanine cabinets and the music in the kitchen file cabinets will be incorporated into the mezzanine cabinets, and the kitchen file cabinets will go into the TA office at the University, to hold the ensemble music and other "overflow" music. Jeanette Carter and Shelia Stevenson are working on this.
2) We can continue to rehearse at the Center. At this time there are no fees for use of the Center for storage, although the Center Commission retains the right to amend the policy and fees.
3) Some details of Assembly Room storage, (exclusive vs shared) and dates of the contract are yet to be resolved, although the contract is likely to continue until July 31, 2016.
4) Photocopying charges will be 7 cents per sheet, paid in advance each semester based on usage the previous semester. NHB account balance with the City should cover much of the Fall 2015 copying charges.

Amendments to the By-Laws:
The amendments to the by-laws were presented for adoption. There was no discussion, motion to amend by-laws was made by Ken Slonneger and seconded by Gene Spaziani .

Jean asked the band members to consider volunteering for the publicity committee for the next year.

Motion to adjourn meeting made by Alice Atkinson and seconded by David Carlson.

Meeting adjourned at 1002.

David E. Carlson
Secretary

Iowa City New Horizons Band
Steering Committee
Meeting Minutes

October 29, 2015

Members present: Alice Atkinson, David Carlson, Jan Hanson, Jean Hill, William Laubengayer, Joyce Marner, Jerry Musser, Ken Slonneger
Guest: Sheila Stevenson

Jean Hill called the meeting to order at 1047.
Jean welcomed William Laubengayer and Joyce Marner, newly elected steering committee members of the class of 2019.
The Steering Committee thanked outgoing members Jan Hanson and Ken Slonneger for their years of work on the committee.

A motion to approve the September 10, 2015 meeting minutes, previously sent to committee members via email, was made by Jerry and seconded by Alice.

Sheila Stevenson, NHB music librarian, presented information on changes in NHB music storage. All ensemble music has been relocated to a TA office in the UI Communications Building and all band music is in the process of being relocated to file cabinets in the Senior Center mezzanine. A UI music sorority , Sigma Alpha Iota, has volunteered to help with this move as one of their service projects.

Financial report: Jerry reported that we have a NHB fees balance of $1,481.48. This includes payment of $3,900 for fall semester instructors/directors fees. As of September 30, 2015, we have a balance of $253.05 in the Senior Center NHB copy fund.
Jerry provided the committee with a current roster of all NHB members.

Jean reported that a new contract between the NHB and City of Iowa City was not yet finalized.
The FICNHB is investigating the need for insurance coverage for performances outside the Center, not covered by other organizations such as ICCB.

There will be a presentation at the Iowa City Public Library regarding the new music building (Voxman) at noon on November 2, 2015.

Election of 2015-16 Steering Committee Officers: Motion by Jerry, seconded by William and approved unanimously for the following officers:
Jean Hill, Chair Jerry Musser, Treasurer David Carlson, Secretary

Motion to adjourn made by Jerry and seconded by Alice.
Meeting adjourned at 1157.

David E. Carlson
Secretary