

NHB Steering Committee Minutes  
November 15, 2018

Members present: Karla Laubenthal, Adele Monserud, Jerry Stamp, Sue Dallam, Donna Grundstad.

The meeting was called to order by Karla at 10:45 am.

The minutes of the meeting on October 25,2018 were approved as written.

**OLD BUSINESS**

1. Music Copying Committee: Jeanette Carter will be the contact person. Other members are Glo Berry, David Carlson, Adele Monserud, Judy Schroeder and Nancy Wombacher. Nolan will send requests to Jeanette, she will contact committee members and report back to Nolan. There will be an orientation meeting for new members to the committee.
2. Storage:
  - a. Jerry Zinn thinks the drum set has value and maybe we could do a trade with West Music. Sue indicated that snares are not needed and a new marimba would be appreciated. Since a new or used marimba may be quite expensive, the possibility of one being donated from the University of Iowa School of Music was mentioned. We will ask Nolan about this.
  - b. Jerry Zinn has gone through some of the music that is in the rented storage facility. Some of it might be usable. FICNHB has advised that this is not a good time to seek storage at the UI, so we we will keep the rented storage space for the time being. There is no space available at the Center.
3. Brochure: Adele is working to complete the new brochure before the next concert. If it is not ready by that time, a revision of the old one will be used.
4. Web Updates: Jerry Stamp presented paper and internet options for gathering information from band members. The committee decided to use the paper option for now but may add the on-line option in the future. The form will ask for name, address, phone number, email address and instrument. The form will also have a box to check to indicate whether or not to include the email address on the web roster. A copy of the form will be placed on the chairs before the first band rehearsal in January. Members present will be asked to list the names of people who are absent from their section. The form will fit on a half sheet of paper. This information will be used to update the ICNHB website roster and the directory.
5. Policy and Procedure Manual: Nancy Wombacher is still working on it. Karla will meet with Jean Hill to look through the information she has to decide what needs to be kept and what needs to be communicated to others. Once all information is collected, a small group will compile and propose a final manual for the steering committee to review. Hopefully the first draft will be ready by January 2019.
6. 25th Anniversary Planning: We are exploring the possibility of a band camp in the summer of 2020. Roy Ernst (Founder of NHB) and/or Don Kaufman could be invited to direct. We continue to explore the feasibility of this with the help of Nancy Wombacher

and the FICNHB Board. A preferred location is the Senior Center. Feasibility of scheduling most of the space at the Senior Center will be explored with LaTasha DeLoach as things progress.

### **NEW BUSINESS**

1. Concerts
  - a. Program: The program will be 8½ by 11 in order to include director bios and program notes. The roster was proofread and corrected.
  - b. Poster: Jerry presented a draft of a concert poster. He will reduce the size of the band graphic and will add information about the soloist and also a holiday graphic.
  - c. Dress for the concert will be black bottoms and holiday colored tops for the concert at the Senior Center, black bottoms and white tops for the Englert.
  - d. Jerry showed us an example of a business card from another group with the concert schedule on the back. This idea will be considered for the 25th anniversary year.
2. Sue Dallam and Jerry Stamp will be co-treasurers for the band. Sue will be in charge of collecting dues and writing receipts. Jerry will be in charge of computer processes.
3. Karla is now able to write checks on the account, along with Bob Hanson and Nancy Wombacher.

The next meeting will be held early in the spring semester.

Jerry Stamp moved that the meeting be adjourned. Adele Monserud seconded the motion. The meeting was adjourned at 11:40 am.

Respectfully submitted,  
Donna Grundstad, Secretary