

NABBA Board of Directors meeting

Friday, Saturday September 9-10, 2016
Marriott

Fort Wayne, Indiana

Courtyard

Friday September 9

7:03 p. m. Meeting called to order by President Randi Bulla and welcome to new members

In attendance:

<i>Randi Bulla (President)</i>	<i>Betsy Jones (Vice President)</i>
<i>David Jones (Secretary)</i>	<i>Ron Lutterbie (Treasurer)</i>
<i>Donald Bookout</i>	<i>Anita Cocker-Hunt</i>
<i>Jamie Lipton</i>	<i>Jeremy Gaddy</i>
<i>Niqel Horne</i>	<i>Gena Norbury</i>
<i>Sara North</i>	<i>Paul Redwood</i>
<i>Bill Waterman</i>	

Not in attendance: Nathan Gay, Russell Murray, Lisa Muth, Robert Woodard, Joel Collier

7:05 p. m. Board introductions by each individual

7:25 p. m. *PRESENTATION* by Betsy Jones (Vice President)

Betsy talked about board members responsibilities. These include:

- To promote Brass Banding in the U.S. and Canada
- To be a board representative, not necessarily a representative of individual bands
- The Board of Directors makes decisions for NABBA
- Board members are expected to support NABBA board decisions
- Board members are responsible NABBA income and fees
- To volunteer time for meeting and supporting the Championships
- Your volunteer hours are valuable and track able. Each board member should keep track of these valuable hours spent in volunteering
- Board members are responsible for being the biggest, most prominent supporters of NABBA
- Attendance required at 3 of 4 board meetings held in the two year term. Failure to do so may result in removal from the Board of Directors
- Please send Betsy a list of volunteer time so she may value it

7:37 p. m. *PRESENTATION* by Randi Bulla (President)

Randi presented the format for the weekend.

There will be formation of the following committees

- **Regulatory-** (Headed by Nigel Horne) This committee will handle rules, regulations and by-laws
- **Communication-** (Headed by Joel Collier and Randi Bulla) This committee will handle publications, social media, website and app development. Also it will deal with upgrade to tech development and communication with member bands
- **Logistics-** (Headed by David Jones) This committee will handle venues, vendors (partners), set-up and tear down and all physical aspects of the championship weekend. David Jones will also act as vendor (partner) coordinator.
- **Development-** (Headed by Betsy Jones)- This committee will handle fund raising, grant writing and promotion of NABBA

Randi stated there will be a board conference call once a month.

She then outlined the logistics of lunch and action items and adjournment for Saturday.

7:50 p. m. Treasurers Report by Ron Lutterbie (Treasurer)

Ron handed out a spread sheet of a summary of finances for the last three years
Some highlights:

- The 2016 Championships made \$25,381.00
- The 2016 Solo and Ensemble event made \$1778.00
- The total in all accounts is \$55,987.00
- By contrast the 2015 contest made \$6921.00
- The 2014 contest lost -\$6411.00

Discussion followed

8:13 n. m. Ron updated the board of the 501c3 status:

- The previous treasurer failed to file the organizations tax exempt status (990) with the IRS.
- NABBA will file for reinstatement with the IRS
- Ron has consulted a CPA and will work with them to achieve reinstatement.

Vote to accept Treasurers report moved by Betsy and seconded by Jeremy approved 13-0.

8:27 p. m. Music Committee report by Betsy Jones (Vice-President)

First, President Randi Bulla announced that the Presidents award for musical contribution will go to PETER GRAHAM.

The music committee was composed of Betsy Jones, coordinator, Joe Johnson, Kevin Stees, Ronald Holz, Stephan Bulla and recommendations by Peter Graham.

The Test pieces selections were announced:

- Championship: Harrison's Dream (15 minutes)
- First Section: Voyage to World's Unknown (11 minutes)
- Second Section: To Boldly Go (9 minutes)
- Third Section: Dimensions (9 minutes)
- Youth: The Journal of Phileas Fogg (11 minutes)
- All selections by Peter Graham

Betsy Jones will post selections on *Brass Band Bridge*

Gena Norbury motioned to accept Music Committee test piece recommendation Jeremy seconded. Motion passed 12-0-1

8:40 p.m. Break

8:58 p.m. Presentation by Nigel Horne of "Lessons Learned" from 2016

Nigel passed out a summary of recommendations and improvements from 2016 Championships. Rico Belotti, Nate Gay and Nigel Horne acted as 2016 Contest Controllers.

Discussion about recommendations followed and actions will be assigned to committees.

9:30 p.m. Adjourn for the evening

SATURDAY SEPTEMBER 10,2016

9:02 a. m. Call to order by President Randi Bulla

Randi presented the possibility of using the Embassy Theatre ticket office to do all of NABBA registrations

They will print reports and all registrations will be streamlined into one site. They will set up parameters to meet NABBA's requirements. Randi also talked about the process of getting choice piece scores to the judges. This will involve scanning and electronically submitting scores. A suggestion was made to produce a you tube video to explain the process.

Nigel motioned to accept offer of Embassy Theatre to do registration. Randi seconded and the measure passed 13-0 Action item was given to Randi and Ron to set this up.

9:38 a. m. Presentation... Band Conductors Forum- Betsy Jones

- Gather conductors to discuss contest rules
- Invite one from each band to discuss various topics
- Conference call will be made to discuss rule changes and fixes
- ACTION Betsy to organize Band Conductors Forum

10:18 a. m. Break

10:35 a. m. Various Issue Discussions

- Sarah presented about on line tee shirt competition ACTION -Sarah
- Discussion about theme logos for the next few years
- Banners vs. Trophies...suggest banners only and banners for 2nd and third place, plaques for solo and ensemble Also look into a traveling trophy Action...Bill will look into cost and logistics of this
- Centre Stage banners wants to do banners for gratis. Randi will look into this
- Board \was informed by Ron they can be reimbursed for their expenses to the board meetings. Nigel objected and will not be in for expenses
- Discussion on insurance and licensing cost for NABBA Bands
- Betsy presented the officer nominating Don Bookout, Jeremy Gaddy and Nigel Horne will head the officer nominating committee and reach out to present and potential board officers
- Ron Standard Operating Procedure Handout Index

16 were completed for 2016 and many more are being worked on . These will be used for future Championships. ACTION Ron and others

11:38 a. m. Lunch

12:35 p. m. Committee Break outs in various areas

Committee chairs:

- Regulatory-Nigel Horne
- Development-Betsy Jones
- Communications-Randi Bulla (for Joel Collier)
- Logistics- David Jones

2:25 p. m. Report summaries

- **Regulatory-** will make contest rules changes. Will make by-law change recommendations. Established OCT 17 and OCT 31 deadlines for rule changes. Gena suggested an amendment in the by laws so that board members need to attend 3 consecutive meetings. ACTION – Nigel will work on minimum and maximum performance time for each section for the 2017 Championships

All forms and rules and bylaws will be accessible to board members in google docx

- **Development-** Vendors will now be called “Partners” and will be offered different levels of sponsorship. Will work with Visit Fort Wayne to develop more local

“partners”. Betsy will look into grant writing for NABBA. Development committee will not only try to raise money but will make recommendations on how to spend money. Some suggestions were development of regional solo and ensemble contests, a west-coast NABBA regional, more teaching and youth group development.

- **Communications-** Outreach will be a goal. Outlets for communications are: Brass Band Bridge, Web site, Twitter, Insta gram and possibly a You Tube channel. ACTION – committee will develop a time line for registration dates: NABBA 17 registration will open Oct 14 for a trial run and be fully up and running for all groups open Nov 1. Early registration will closes Dec 23 with final registration due on Jan. 6, 2017. the committee will work on a YOU TUBE video for each band the new registration procedures with the Embassy Theatre. It was also suggested to have the new NABBA 17 app and Pocket companion up and running for the 2017 Championships. Jeremy volunteered to do the video.
- **Logistics-** made some recommendations for the 2017 Championships: Hire labor to move equipment, work on improving acoustics in Grand Wayne Center performance area, move judging area in Embassy to center of mezzanine, Judges escorts to be assigned by Barb Burtch, have a venue manager in each major area (Embassy Theatre, Grand Wayne Center, Partners vendor area). Recommend using Soundwaves for the recording contract for 2017 with an option for 2018. ACTION- Dave Jones will act as partner vendor coordinator and work with Anita Cocker-Hunt in developing a “partner” program.

4:00 p. m. Other items- Randi Bulla President

- RFP for 2019,2020 and 2021 NABBA Championships will be taken until Aug. 31,2017 with a vote on the site scheduled for the fall 2017 board meeting.
- NABBA will assist in any way to help individual bands with licensing and liability issues
- Jeremy will work on the you tube videos to help with licensing and liability issues in addition to the how to register video
- Facebook page should controlled Betsy will regulate this
- NABBA board will have polo shirts made
- Announcement of schedule for NABBA week meetings:
 1. Judges meeting will be held Wednesday night at the Courtyard Marriott time TBA
 2. The Board of Directors meeting will be Thursday, March 9 at 4:00 p. m. at the Courtyard Marriott in Fort Wayne, IN

5:02 p. m. Adjournment moved and passed 12-0 (Jeremy not voting)

