



2018-2019 Season - August 21, 2018

6:39 pm Call to order

- Board members present:
 - Mike Ramirez - President
 - Carolyn Knittle - Treasurer
 - Angela Sass - Secretary
 - Loren Stoneberg – Membership Oversight
 - Hoang Bui - Social
 - James Sasek - Fundraising
- Carl Johnson was also in attendance.
- Board members not present – Derrick Hawks (Vice President)

Secretary's Report – Angela Sass - Minutes of Last Meeting

Minutes were reviewed as posted on the DMCO website. There were no objections, and the minutes were accepted into official record.

Treasurer's Report – Carolyn Knittle

Financial reports accepted. Carolyn distributed the financial reports via email to the Board.

DMCO has received a \$2000 donation from Mary Leichthy.

DMCO has received a donation from West Bank.

During the 6/5/2018 Board meeting, the decision was made that starting with the Fall concert and going forward (with the exception of the Messiah and the Ballet), we will have a physical presence of people with baskets at the doors for donations at the end of the concert. Angela will remind the Board about this as we are lining up volunteers for the Fall concert. This can be the same people who are at the doors passing out programs.

The Treasurer's report was accepted into official record.

Grants Report – James Sasek

DMCO has received the Prairie Meadows grant, but we have not received the check yet.

Social report – Hoang Bui

Hoang is preparing for the ice cream social at Grace after the first rehearsal.

Membership Oversight – Loren Stoneberg

From the Spring 2018 concert, there are two dues payments outstanding. Dues collecting went well for the 2017-2018 season overall. Loren ensured he reminded the orchestra about the responsibility for dues payments at opportune times during the season.

For the 2018-2019 season, Loren is implementing further control over the list of performers for each concert. Loren will bring clipboards to the Saturday dress rehearsals for each section to fill out. This will help with knowing who is actually playing in the concert and who owes dues. There will also be further communication on the fact that if Loren is not playing in a concert or at a rehearsal, Carolyn Knittle can also receive dues.

The discussion regarding an additional non-Board position was started during the 6/5/18 Board meeting and continued during this meeting – Personnel Manager. This position would take attendance at rehearsal every week. This position would also include coordinating volunteers. Derrick Hawks will be working on a job description for this position and present it during a Fall concert rehearsal.

The discussion regarding the Vice President duties was started during the 6/5/18 Board meeting and continued during this meeting. The Vice President will be charged with overseeing all of the non-Board positions. Derrick needs to be provided a list of all the non-Board positions he needs to manage. The Vice President will also be charged with stepping into the role of President if needed.

We also need to ensure we are taking advantage of the Silver Cord program at the high schools for volunteers.

The Opera Project occurred this summer. We have not heard yet if this will be ongoing. From the experience in the pit, it was one of the most well-run endeavors. Carl Johnson will contact Gloria of The Opera Project and let her know how much we enjoyed it, and will ask about plans for DMCO future involvement. Consensus from the Board is we would be willing to do this again if presented with the opportunity.

Tyler Bainter will be our conductor for the Messiah this year. Carl Johnson is working on soloists and will contact Tyler to check if he has ideas.

New Business

We are currently working on a new DMCO website and transferring of the website duties. The new website is going live soon.

- Hosting:
 - \$120 for two years of hosting with Weebly and without Weebly advertisement at the bottom of the page.
 - \$72 for two years of hosting with Weebly and with Weebly advertisement at the bottom of the page.
 - It was moved and agreed by the Board to pay \$120 for the two years of hosting with Weebly and without the Weebly advertisement at the bottom of the page. John Sens will be reimbursed this fee.
- Webmaster duties:
 - John Sens has proposed to be the webmaster for \$50/quarter. This was moved and agreed by the Board. We would like John to invoice DMCO electronically, and Carolyn Knittle will send John a W9.

The Board would like to thank Greg Woolever for all of the years he performed the webmaster duties for DMCO.

Hoang Bui's daughter is working on new artwork for the DMCO postcards and Standing Ovation programs. Carolyn Knittle will send her a W9 for this work. We need to check with Kris Shay on the deadlines for the postcards, and Standing Ovation for the deadlines for the programs.

Mike Ramirez is currently the only DMCO member with a key to our PO box at the post office downtown. This presents a challenge as Mike is not able to always check the PO box timely. James Sasek has agreed to obtain another key and assist with checking the PO box.

The instrument/gear trailer we have been researching for DMCO costs approximately \$3180. We asked \$2600 from Prairie Meadows to cover part of the cost. DMCO has the cash on hand to cover the entire cost until we receive the check from Prairie Meadows. It was moved and agreed upon by the Board for \$600 to cover the difference and allow Carolyn Knittle to write a check for the entire amount to start the contract process until we receive the check from Prairie Meadows. Once we receive that check, we will reimburse ourselves.

Carolyn has looked into insurance for the trailer, and will work on receiving a quote for this. We will need to shop around as we are not sure about companies insuring a trailer without an insured vehicle attached to the policy. We will also need tags for the trailer.

Mike Ramirez will contact James Deeds about the CIWE trailer and parking.

Carl Johnson received an email from Aaron Barker regarding a potential joint ensemble venture to perform video game music. This has been done in other cities,

and Aaron would like to create a similar outlet in Des Moines. The proposal is a weekend master class of sorts that would involve DMCO, which would appease both gamers and musicians. There would be no cost for the music or to participate. Carl Johnson has invited Aaron Barker to present this opportunity to the Board at the next Board meeting, October 20th.

DMCO's concert programs have been delivered to Carolyn Knittle's office in the past, but they are very difficult to move. The decision was made during the 6/5/18 Board meeting to switch to have them delivered to Ballard High School so Derrick Hawks can handle them. Our Standing Ovations program contact needs Derrick's location and contact information, before the first delivery day.

Mike Ramirez is following up with the Secretary of State about the copyright of our logo.

A new DMCO t-shirt order needs to be submitted. Board members are planning to wear their shirts to the first Fall DMCO rehearsal so people can see it. Angela Sass will reach out to Kitty Metzger to prepare to take orders over the next few weeks.

Jaemi Loeb has asked DMCO if we would like to participate with the Hero Pay Fundraising App. The Board decided not at this time, and Angela Sass will communicate this to Jaemi.

Mike Ramirez is working on the annual DMCO letter and communication to the membership regarding the first rehearsal (Sept 4th).

Date set for next meeting – Oct 20th 12:30 pm location TBD

Adjourn – 7:55 pm