



**2021-2022 Season – March 1, 2022**

**6:39 pm - Call to Order**

- Board members present:
  - Michael Ramirez – President
  - Laura McNulty – Vice President
  - Angela Aldridge - Secretary
  - Carolyn Knittle – Treasurer and Grants
  - Krista Baskerville - Board member At-Large with a specialty in Membership Oversight
  - Hoang Bui – Board member At-Large with a specialty in Social
  - Rich Gordley - Board member At-Large with duties to be assigned
- Carl Johnson (Music Director) was also present.

**Opening Remarks of the President**

Michael Ramirez, President, stated that he emailed a copy of the proposed DMCO by-laws (with revisions) to the Board prior to the meeting.

**Minutes of Prior Board Meeting**

The last Board meeting occurred on November 30, 2021. Minutes from that meeting were distributed via email and uploaded to the DMCO website. There were no objections, and the minutes were accepted into official record.

**Treasurer’s and Grants Report: CAROLYN**

Not much activity has occurred since the previous Board meeting.

Regarding the Bravo grant, the announcements of the recipients will occur March 10<sup>th</sup>. UPDATE: DMCO has been awarded a Grant Cycle 2022 Arts and Culture Program Grant from Bravo Greater Des Moines for \$1,650 to support our 2022 Concert Schedule. This is a one-time award for the January 1 – December 31, 2022 grant period. The grant email included comments from Bravo that the Board should address at our next meeting.

Carolyn paid \$400 to the videographer for the DMCO concert that occurred Sunday, February 27<sup>th</sup>.

There were no objections, and the Treasurer’s report along with the 2/28/2022 financials provided in email to the Board prior to the meeting were accepted into official record.

**Membership Oversight Report: KRISTA**

Krista noted some members did not pay dues for the February 2022 concert, but not many. Krista will be reaching out to these members for payment of dues while also letting them know about the fellowship that is available.

### **Set date for next Board meeting**

Saturday, April 23<sup>rd</sup>, Gilroy's (1238 8th St, West Des Moines, IA 50265) at noon

### **New Business**

Changes and amendments to by-laws: Michael Ramirez presented proposed changes and amendments to the DMCO by-laws.

- Most of the changes solidify the ability to enact the emergency actions we have had to use in the last two years, such as holding meetings virtually. In addition, Article VIII has been added, Special Rules Related to Public Health Emergencies, which specifically addresses and empowers the Board to enact mitigation procedures for Covid-19 and for any other similar situation should such occur in the future. As with many other companies and organizations, we had responded to Covid-19 ad-hoc since nothing of such a scale had happened before.
- As we have had challenges in the past finding new members to join the DMCO Board of Directors, the requirements have been modified to allow a retired member with at least a 5-year tenure to serve on the Board. This allows a member who is no longer able to play with the orchestra but still wants to be involved in the Board to serve.
- Regarding the position of Treasurer, the requirements have been updated and clarified to allow us to seek a Treasurer outside of the organization should a specifically qualified individual not be available within the membership or retirees.

The above proposed changes were discussed. Michael motioned to adopt the changes, it was seconded by Krista and not opposed. The DMCO by-laws were approved as discussed, and each Board member signed off on them in writing.

Soloist pay and additional concert costs: Many of our upcoming concerts will include soloists and may incur additional concert costs. Currently, a DMCO policy does not exist regarding soloist pay and concert costs. The Board discussed these items. It was mentioned that some soloists have contracts for what they charge. Carl Johnson mentioned that at times he has funded soloist pay and additional concert costs out of the Director fund that Carl has funded himself. It was mentioned that we could offer soloists a fee and could also offer instead a tax deduction in the amount of the fee. Michael motioned that for the remainder of this concert year, any fees need to be finalized two weeks before the start of the rehearsal set, and further discussion on this matter will be tabled until the Board meeting in July 2022. This motion was not opposed.

Updates to concert dress code: It was noted by a member of the DMCO membership that our concert dress code may be outdated. The Board discussed removing verbiage around requirements specific to gender, and updating verbiage around hose, sleeves, and black ties (specifying long black ties). Angela Aldridge will update the concert dress code language and provide the updates to the Board for review and vote.

DMCO PO box: The cost of our DMCO post office box keeps increasing and the box is located downtown which is out of the way for most people. The Board discussed any changes we should make regarding the post office box. It was discussed to potentially have mail sent directly to a Board member's home, but if Board members change, we would not want a mail address that continues to change. It was decided that Michael will give the box key to Laura McNulty and she will check the mail for now, and deliver the mail to Michael. The post office box renewal is in June 2022 and the Board will then revisit if we want to renew.

Updates to Covid protocols: The Board decided that the DMCO mask policy will align with our venues and CDC recommendations, and the current testing/vaccination policy will continue. This will be revisited segment by segment.

Personnel/Compliance officer: It has been discussed that a personnel and compliance officer is needed for DMCO (could be one or two positions). Michael has been acting as compliance officer regarding all of the administration around the Covid protocols. One duty of a personnel officer would be to ensure we have the correct instrumentation for each concert, which Carl Johnson is currently performing. This was tabled for now and will be discussed during the July 2022 Board meeting. It was noted by Carl Johnson that we have various instrumental spots to fill for our April 19<sup>th</sup> concert. One is a contrabassoon part. Carl remembers a player from IBA who he believes is from Newton and will be finding her contact information.

Board member continuations: The terms for four Board members will expire after this season:

- Michael Ramirez – would like to continue
- Angela Aldridge – would like to continue
- Hoang Bui – would like to continue
- Rich Gordley – would like to continue

The full Board slate is continuing.

It was mentioned that for this concert season, we are performing a concert later than normal (June 19<sup>th</sup>). This could affect the timing of the annual meeting which typically occurs in May after our May concert (which is typically the last concert of the season). As such, it was motioned to suspend Article II, Section 1 and Article 3, Section 6 of the by-laws regarding specified timing of annual meetings. This was approved and accepted by the Board. During the April 2022 DMCO Board meeting it will be decided if the annual meeting will be held in May or June.

### **Any further business - for the good of the order**

None.

### **Adjournment**

The meeting adjourned at 8:37 pm.