

Des Moines Community Orchestra  
Annual Business and Board Meeting  
May 13, 2025, Meeting Minutes

- I. **Called to order** – By Kevin at 7:11 p.m.
- Board Members Present:
- Kevin Allemagne (president)
  - Krista Baskerville
  - Larry Brennan (vice-president)
  - Nick Brown
  - Rebekah Hickok (secretary)
  - Shaunda Murphy (treasurer)
- Board Members Absent:
- Curtis Barr
- Orchestra Members Present: 62
- II. **Opening Remarks** from the President, Kevin Allemagne – Welcome and thanks for attending the annual meeting.
- III. **Secretary’s Report**, Rebekah Hickok – No report.
- IV. **Treasurer’s Report**, Shaunda Murphy:
- a. Shaunda provided the membership with financial and budget information, along with explanations on how to understand financial trends based on the reports.
  - b. Shaunda identified progress in terms of financial stability for the orchestra; and, Shaunda reemphasized the importance of continuing efforts for financial support through fundraising, individual and corporate donations, and grant writing.
    - i. Requests were made to membership to assist in these efforts.
  - c. Shaunda reported she anticipates additional revenue generated from the Spring 2025 concert will be around \$650.00.
  - d. Kevin added that we will likely receive \$2000 from Tallgrass for providing music for their Summer 2025 musical, and we will have a \$200 expense for the conductor’s fee.
  - e. There is approximately \$5000 in operating cash.
  - f. Motion was made and seconded to approve the financial report.
    - i. The financial report was approved unanimously by the membership.

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V. **Reports from Standing Sub Committees:**

- a. Membership, Krista Baskerville
  - i. Krista reported 92% of members pay their dues, and encouraged the membership to continue with this.
  - ii. Members were reminded that if they are regular members of the orchestra and plan to miss a concert, they are expected to pay the dues for their position, and should not expect subs to pay.
  - iii. No membership dues will be collected for the collaboration with Tallgrass Theatre.
- b. Social, Huang
  - i. Hoang updated the membership regarding how hosting 5 concerts during the past 2024-2025 concert season impacted ordering and planning for the receptions following the concerts, and subsequently costs and budgeting.

VI. **President's Report**, Kevin Allemagne -

- a. Kevin reviewed the results from the orchestra survey conducted in 2024, and then identified multiple efforts the Board has made to incorporate that information into budgeting, planning, and execution.
  - i. Increased programming reflects the orchestra's preferences for classical, movie, and Broadway themes.
  - ii. Woodwind Quintet has been developed and will begin rehearsing in the summer of 2025, which aligns with the orchestra's desire to promote increased small ensemble work.
  - iii. Each concert in 2025-2026 season will feature a member of the orchestra in a soloistic work, which aligns with the orchestra's desire to see more solos from within the current orchestra membership.
  - iv. The Woodwind Quintet will be performing around the Holiday season, which aligns with the orchestra's moderate support for adding a Holiday Concert.
  - v. Systematic protocols for auditions for open chairs over the last concert season were implemented with positive results, which aligns with the orchestra's desire for improvement in identified procedures and protocols.

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- b. Accomplishments
  - i. Continued financial stability. The need to continue making fundraising efforts was emphasized.
  - ii. Successful auditions.
  - iii. Partnership with Tallgrass Theatre. DMCO's collaboration increased audience size, audience and cast satisfaction, and revenue.
- c. Challenges
  - i. Corporate Sponsorships.
  - ii. Grant Writing.
  - iii. Performance Space. Winter 2026 concert will be at Staplin Performing Arts Center due to Drake not honoring the original agreement and correspondence for the scheduled date of February 22, 2026.
  - iv. Database updates with personnel.
  - v. Social Media.
  - vi. Marketing and Identity.
- d. Personnel Manager – Kevin has been primarily acting as a personnel manager for various events with the orchestra, and identified a need for this position to be more formalized. The Board will be working on developing this role, especially in terms of responsibilities.
- e. Conductor Search – Kevin updated the membership on the concert dates and tentatively planned repertoire associated with those dates. The 2025-2026 concert season will include the following:
  - i. **Fall Concert:** October 26, 2025 (Jonathan Sturm/Conductor)
  - ii. **Messiah:** December 7, 2025 (Dr. Marion Scott, Conductor)
  - iii. **Winter Concert:** February 22, 2026 (Joshua Barlage Conductor)
  - iv. **Spring Concert:** May 10, 2026 – Mother's Day (Kara Mather/Conductor)
  - v. Initial rehearsals with each candidate will devote 30 minutes for the orchestra to engage in dialogue and learn more about the candidate's overall vision for the orchestra, along with their style of conducting and leadership.

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- vi. A rubric will be distributed to orchestra members to assist in identifying each candidate's strengths and challenges related to the rehearsal process and concert performance.
- vii. At the 2026 Annual meeting, voting orchestra members will engage in discussion regarding their overall experiences and perceptions of each of the candidates, while considering several factors associated with the conductor position. This includes, but is not limited to, style of conducting, rehearsal process, demeanor, leadership qualities, and fundraising skills/concepts. After the discussion, the orchestra will use a rank-ordering selection process to determine which candidate has the overall most support from the orchestra. The ability to engage in the rank ordering vote requires that the voting member have attending rehearsals and concerts with all three candidates.
- f. **Attendance Policy** – A new bylaw related to membership attendance expectations was proposed for consideration. The proposed bylaw read as follows:
  - i. Orchestra members are expected to attend all rehearsals for a particular concert. If the member is aware of a conflict or obligation that requires them to miss more than two rehearsals, they will communicate this to the section chair and conductor to determine if alternative seating arrangements need to be made.
  - ii. Unless approved in advance by the conductor assigned to the concert and their section chair, orchestra members will not miss dress rehearsals.
  - iii. This policy will not apply to illness or emergency situations requiring the orchestra member to miss a rehearsal.
  - iv. Motion was made and seconded by the membership.
  - v. The orchestra membership unanimously approved the motion, with no member identifying voting against it or abstaining. Motion passed and is now added to the orchestra bylaws.

VII. **Additional Comments and/or Concerns:**

- a. Overall, the last concert was well received and Kevin thanked everyone for their collective efforts both in their musical work along with supporting the execution of the concert.

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- b. Kevin thanked Larry for assisting financially subsidizing the food for the annual business meeting.
- c. Kevin acknowledged and thanked Carl Johnson for his years of service as the DMCO conductor and music director.

VIII. **Election of Board Members**

- a. Three open board positions exist with terms serving from May 2025-May 2027.
- b. Kevin Allemagne, Krista Baskerville, and Shaunda Murphy all indicated a willingness to continue to serve on the Board. No other orchestra members indicated an interest in serving.
- c. Orchestra membership unanimously approved the three candidates with no dissensions or abstentions, and all three were reappointed.

IX. **Newly Elected Board Meeting:**

Annual Meeting was adjourned; however, the new board membership then met to determine officer positions. Board members elected the following to serve as executive officers of the board for the 2025-2026 season:

- a. President, Kevin Allemagne
- b. Vice President, Larry Brennan
- c. Treasurer – Shaunda Murphy
- d. Secretary – Rebekah Hickok
- e. Board Members-at-large: Curtis Barr, Krista Baskerville, and Nick Brown

The Board discussed policy and procedure related to other music groups being listed on the DMCO website. It was decided that only ensembles that are under the prevue of DMCO, perform on behalf of, and (if applicable) generate revenue that directly benefits DMCO or its small ensembles, will be listed on the website.

- X. **Next Board Meeting** – Saturday June 7, 2025, @ 10:30 a.m. at Faith Lutheran Church located at 10395 University Ave, Clive, IA 5.325
- XI. **Adjournment:** Meeting Adjourned by Kevin at 9:25PM

Minutes respectfully submitted by Rebekah Hickok, DMCO Board Secretary