

## Meeting Minutes January 2018

### CMBDA Meeting Minutes

1/18/2018

Board Members in attendance: Nicole Clark, Lauren Greeley, Joel Pohland, Mike Hebert, Shannon Curtis, Susan Schenevius

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#### Check in:

- Check-in signs worked great to keep the lines down and help kids know where to go upon entering.
- In the future, we need more people shuttling students from check in to the rehearsal spaces.
- Could the sign in forms be the same next year? We had two different formats, and it was a little confusing.
- More markers for nametags – we had to use the host's private stash
- Get a seating chart from the guest conductors in advance next year

#### Equipment:

- Good on equipment, thanks to surrounding schools. We have stand from two different buildings, let's make sure they get them all back.
- There was a shortage of music stands for students. All worked out okay.
- Golf pencils were a good call, can we have Schmitt possibly donate pencils next year?
- Joel said he would be the percussion coordinator next year so we aren't using John's mallets, etc.

#### Board items:

- Lauren discussed the use of google drive vs. dropbox. Lauren needs to share the access to the drive so that people can upload files.
- Joel is treasurer, but we cannot find some previous years' documents of money in/out. Joel said he would work on this. Maybe Abby knows more about this? Shannon also said that he would see if he has it in his information.
- Please send all budgetary things to Joel so he can put them in the spreadsheet once he has it completed.
- Programs and CD order forms. Is there a way we can put the CD order form in the programs, or do we just leave them separate. There seems to be an abundance of CD order forms.
- T-Shirts all worked out – we ended up with quite a few extra.
- Find new volunteer board members for next year at our director meeting: Craig Vogle-Becker will be the 9-10 coordinator next year.
- Discussed possible sites for next year. Elk River works well, but let's make sure we rotate around the area.
- Make sure we compensate John Rosner for hosting this year and in the future.

#### Items for MBDA:

- Emails are still an issue. Even after people have updated their credentials in their account they still aren't receiving the emails from MBDA. This definitely needs to be fixed!
- People are missing out on important things like how to nominate, etc.