



Knightwind Ensemble, Ltd.

Minutes – Meeting of the Board of Directors

December 2, 2017

Wisconsin Memorial Park (13235 W Capitol Drive, Brookfield, WI 53005)

Board Members present: Chris Burns (President), Ellen Manning (Vice President), Ellie Dorsey (Secretary), Erik Janners (Music Director), Matt Bantz, Jim Nelsen, Jim Skaleski, Craig Williams

Others Absent: Peggy Lundberg (Treasurer)

Call to Order: 12:02pm by President Chris Burns

Meeting Minutes Approval for Board Meeting (August 9, 2017)

Meeting minutes for the last Board Meeting were approved by the Board via email and were disseminated to membership by President Burns on September 19, 2017.

Agenda Approval for Board Meeting (December 2, 2017)

President Chris Burns presented the agenda via email prior to the board meeting. Erik Janners moved to approve the agenda with flexibility. Craig Williams seconded. Motion carried.

Financial Report

Treasurer Peggy Lundberg submitted her financial report to the board via email prior to the meeting. Ensemble members worked a total of 16 Brewers games this fall, and earned over \$7200 – this alone is enough to cover the extra expenses from the Winter 2018 concert later this season. Peggy also reported that overall, we are on track with our budget for the year.

Staff Reports

Music Director – Erik Janners reported that the programming for the 2018-2019 season is complete, and that music will be purchased soon. The rehearsal and concert schedule for the 2018-2019 season has also been completed. These dates will be passed on to the PR & Marketing Committee so that the website can be updated and so that bookmarks can be printed to hand out at the rest of this season's concerts. Due to some unexpected conflicts, the guest cellist for the February 2018 concert has been changed to Francesca McNeeley. The program and ads will need to be edited accordingly.

Personnel Coordinator – Nothing to report.

Librarian – Kathy Musack submitted her report to President Burns prior to the meeting. There is nothing new to report, but she added a special thanks to Kris Wasserman for providing some Christmas concert folders and to Whitney Feiertag for helping copy music.

Committee Reports

Fundraising – Maureen Gerard provided an update via email to President Burns prior to the board meeting. The Ad campaign for the 2017-2018 season met our goal, but ads will continue to be accepted for the next two concerts as well.

PR/Marketing – Gail Kablau submitted a report via email prior to the meeting. She looked into “Boosting” the Ensemble’s Facebook posts, which costs a small fee per post, but notes that it would be more effective if band members “Like” and, more importantly, “Share” posts to reach their friends and family. Only about 25 current members have “Liked” the Knightwind Ensemble page, and only a small amount of those “Share” posts, so this is a good place to target to help increase visibility.

Jim Skaleski and Gail have discussed switching to a Google Suite website. This is a free service, with some small cost updates, so the Board agreed this sounds like a good option moving forward. Gail has experience with this and will set up a draft to share with Jim and the Board, with the goal of going live with the site going into the 2018-2019 season.

Educational Outreach – Pam Harrison submitted a report to the Board via email prior to the board meeting. Names of volunteers were provided to Jaimie Shores (band director at Golda Meir), and this will begin in the new year. Jim Nelsen mentioned that he has gotten great feedback about past Golda Meir volunteers from the Ensemble from both Jaimie Shores and from students. No large-scale outreach has been set up yet with South Milwaukee, though Gail Kablau, Pam Harrison, and Sue Stachelski have all been volunteering with those students on a smaller basis.

Old Business

Text Messaging Service

Jim Skaleski will set up a text message service through Remind.com. The goal is to have this live by the first rehearsal of 2018. He needs access to the Ensemble’s email account to set this up, and will arrange this with Gail Kablau.

Brewers Game Volunteering

Volunteering at Brewers games was a huge success for the Ensemble this fall, and the Board’s consensus is that this should continue in future years, with an effort made over the entire Brewers season. After discussion, the Board agreed that group size should be kept to two volunteers per game, as this reduces complexity of coordination. Matt Bantz will organize this for Spring/Summer 2018, and will present this opportunity to the Ensemble when rehearsal starts again in 2018. Matt also noted that all of the volunteers this fall decided to donate the tips they received to the Knightwind Ensemble. The Board agreed that in the future, tips will be split 50/50 between the volunteers that game and the Ensemble,

and each individual can decide if they would like to keep the tip or donate to the Ensemble if they would like.

New Business

Winter Concert Preparations

Erik Janners reported that both soloists have booked their flights to and from Milwaukee, and that they will stay on or near Marquette's campus. Publicity efforts must be made by both the PR & Marketing Committee and, importantly, by the Ensemble as a whole to ensure that this concert is well attended! President Burns will email the Ensemble the rehearsal schedule leading up to the February concert so that members can plan accordingly. Vice President Ellen Manning mentioned that if there is time, it would be nice to arrange for the soloists to help out at Golda Meir or South Milwaukee during their visit. Jim Nelsen will look into the Golda Meir rehearsal schedules for band and orchestra to see if something can be arranged with either or both soloists.

President Burns also noted that an informal post-concert gathering may be set up for members to attend with their families after the concert. He mentioned the St. Francis brewery as a possible option. Erik Janners also mentioned Three Cellars as a potential space. Once a location is determined it will be shared with the Ensemble on the Facebook page.

From the Floor

No agenda items were brought from the floor.

Next Meeting: TBD – likely early March 2018

Adjournment: President Burns moved to adjourn. Motion carried. The meeting was adjourned at 12:51pm.

Respectfully Submitted,
Ellie Dorsey
Secretary