

**Norwalk Gamer Symphony Orchestra**  
**Minutes for the Board Meeting of Tuesday, May 7th, 2019**

*Meeting called to order at 8:02 P.M. by Bryan.*

*Mike moves to accept the minutes as read. Ben seconds.*

Officer Reports

- 1.) Treasurer's Report, by Stephen
  - a.) We have a bank account with Wells Fargo!
  - b.) We can do up to 500 transactions per month without incurring a fee, or up to some dollar value as well.
  - c.) We are linked up to Amazon Smile!
- 2.) Vice President's Report, by Rachael
  - a.) We're a non-profit now, officially, for posterity.

Old Business

- 1.) Photographs! - *Ben introduces motion, Rachael seconds.*
  - a.) We should send out a poll for availability for a photo shoot day.
  - b.) Ben's wife could do it for free.
  - c.) We need to pick a venue.
  - d.) We ought to agree on a dress code, however informal or formal.
  - e.) We could add photography into the hypothetical media release form - but we might not need to if everyone signs on specifically for a photo day.

*Rachael motions to close the floor, Sam seconds.*

- 2.) Code of Conduct - *Rachael introduces motion, Mike seconds.*
  - a.) We can keep it simple, because we're still small.
  - b.) In the first draft, Rachael has tried to hit only the most salient issues.
  - c.) Please direct all comments or suggestions to Rachael.
  - d.) Or make careful edits on the document! Permissions are open on the doc.
  - e.) We'll vote on it in the first board meeting with the new board.
  - f.) According to the bylaws, the Rules & Regulations are a set of documents which includes the Code of Conduct.
  - g.) Therefore, our possible media release form could be separate from the Code of Conduct, but still a part of the Rules & Regulations.
  - h.) We'd endeavor to keep that simple, too, and try to keep it electronic - we'd want it to be good for our minor members, but also easy for everyone to sign on with.
  - i.) There is some concern with an electronic form (like a Google Form) not keeping track of who's signed - particularly if we update the document later.
  - j.) We could require e-mail so we could verify things later if we need to.

*Rachael motions to close the floor, Sam seconds.*

New Business

- 1.) New Performance Opportunities - *Sam introduces motion, Stephen seconds.*
  - a.) Pequot concert - looks like people are for it - we just need to verify adequate headcount to make the reservation.
  - b.) Wall Street Theater deal.
    - i.) They have asked us to be the backing band for their production of Dreamgirls.

ii.) It requires technical skill, time, managing payment/contracts, and instruments that we don't have yet.

iii.) We can promote other people doing it, but not the NGSO.

c.) We might consider other venues, but we need to consider how many people can fit in libraries if we do such a concert again: East Norwalk, SoNo, Main Library, Westport Library, Ridgefield Library, all have limited seating compared to Wall Street Theater.

*Sam motions to close the floor, Rachael seconds.*

2.) Liability insurance - *Sam introduces motion, Mike seconds.*

a.) We're seeking a group policy, so that we may perform and rehearse at any venue, such as churches, schools, and municipal buildings.

b.) We did a round of quotes earlier - we would probably need to follow up on those quotes, to see whether they are still valid.

c.) Perhaps at the start of the new fiscal year, we could undertake some internal fundraising.

d.) Maybe we could levy dues, maybe not. Dues avert the possibility of one person paying for too many items on their own.

e.) We should get new quotes, and bring them forward to the finance committee.

*Sam motions to close the floor, Ben seconds.*

3.) Listing of committee members in members-only web site section - *Rachael introduces motion, Sam seconds.*

a.) This would be up to the web site director.

b.) A move inspired by the Danbury Music Centre.

c.) A way for members to contact each member of board of directors as well as potentially committee members.

d.) [play@NorwalkGSO.org](mailto:play@NorwalkGSO.org) could perhaps suffice for that, in lieu of personal contacts on the web site.

*Rachael motions to close the floor, Sam seconds.*

4.) Move to allocate \$300 for the Pequot Library Concert - *Mike introduces motion, Stephen seconds.*

a.) Motion passes.

*Mike moves to adjourn the meeting, Sam seconds.*

### Announcements

1.) Next general meeting May 21st.

2.) Annual BoD meeting May 28th.

i.) We need a budget.

ii.) Voting in rules and regulations.

iii.) Inauguration of new board members/transfer of power.

3.) Next rehearsals May 9th and 18th.

4.) 8-Bit Big Band field trip possibility!