

**Norwalk Gamer Symphony Orchestra**  
**Minutes for the Board Meeting of Friday, September 13th, 2019**

*Meeting called to order at 8:01 P.M. by Bryan.*

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

Committee Reports

- 1.) Finance Committee, by Stephen
  - a.) \$1,420 total in accounts.
    - i.) This doesn't take into account reimbursements for web hosting.
    - ii.) Does not take into account reimbursements for past rehearsals (before the beginning of our fiscal year [no one has requested any of them])
    - iii.) Does not take into account payment to the VFW (~\$170) for recent rehearsals.
  - b.) The tracking Google sheets for the budget have been publicized for the board.
  - c.) Taxes!
    - i.) We need to file a 990-N on the federal side.
    - ii.) \$0 fee for submission, so Stephen will take care of it in a week.

Old Business

- 1.) Regular Rehearsal Schedule - *Mike introduces motion, Rachael seconds.*
  - a.) Split days encourages splintering of group.
  - b.) Single day excludes people with hard commitments.
  - c.) Attendance requirement not too serious, but could dissuade people or disqualify people who have a one-day conflict but accidentally miss one rehearsal they could make on their on-days.
  - d.) Donations/dues situation shaky on 50/50, if people plan to only make half of rehearsals
  - e.) Split schedules makes us a "double-wide" commitment in peoples' calendars if they choose to commit to us, stopping them from having other regular commitments on two days of the week.
  - f.) Action items:
    - i.) Talk to people with known conflicts on Tuesdays, so that we can address whether we absolutely cannot go to that schedule.
    - ii.) Focus on Tuesdays for scheduling going forward, while intentionally scheduling some Wednesdays or Saturdays as a way to include people with known conflicts.*Mike motions to close the floor, Rachael seconds.*

New Business

- 1.) Merchandising - *Stephen introduces motion, Rachael seconds.*
  - a.) T-shirts
    - i.) Remaining stock: 2 XL, 4 L, 7 M, 6 S, 5 XS.
    - ii.) Chris says he can make more.
    - iii.) We need to figure out cost per shirt from Chris, and schedule another board meeting to authorize expenditures.
  - b.) Stickers
    - i.) Rachael has 1 bunch/bushel of stickers left.
  - c.) Programs
    - i.) \$60 allocated on budget now for printing concert programs.

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

2.) Paperwork - *Rachael introduces motion, Mike seconds.*

- a.) File paperwork with state - Organization in First Report?
- b.) We need to allocate funds for this: \$50.
- c.) It's a surprise tax from the state.

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

3.) Fundraising - *Stephen introduces motion, Rachael seconds.*

- a.) Stephen's sister PTO template/generic e-mail to flood to businesses
- b.) Mike can try to draft e-mail.
- c.) Stephen can get example from sister.

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

4.) State of the Budget - *Stephen introduces motion, Mike seconds.*

- a.) If we get nothing else in donations, we can do 13 more rehearsals, leaving us with \$0 for next year.
- b.) We are behind on assumed donations.
- c.) We are 3 months into our budget.
- d.) We have received approximately 50% of our expected donations up to this point.
- e.) We have spent around 18% of our total annual budget for rehearsal venue rentals.
- f.) We are approximately 25% through fiscal year.

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

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

#### Announcements

- 1.) There will be a board meeting 2 days after Chris delivers t-shirt costs, in order to authorize the expenditures.
- 2.) "Metroid Marathon was sweet, y'all shoulda watched it." - Ganon11
- 3.) Chris could have shirts printed within 2-3 days. We should still deliver instructions sooner rather than later.
- 4.) The next regularly scheduled board meeting will occur on Tuesday, November 12th.