

Delaware Symphony Orchestra
Meeting of Board of Directors
Monday, September 24, 2018
Community Service Building – Wilmington, DE

-MINUTES-

Directors Present: Charles Babcock, Matthew DiGuglielmo, Lanny Edelsohn, James Ellison, Jennifer Golek (telephonically), Jimi Honochick, Brian Kelley, Shelley Kinsella (telephonically), David Kubacki, Grace Kwon-Kubacki (telephonically), David McBride, Elena Norman, Theresa Pietrucci (telephonically), Jeffrey Ruben, Robert Stoddard, Patricia Zaharko

Others Present: David Amado, Music Director (telephonically); Alan Jordan, Executive Director; Kristin Peterson, Development Director, Martin Beech, Musician Representative

Welcome and Call to Order: President, Charles Babcock called the meeting to order at 5:32 p.m.

Consent Agenda: The minutes of the Board meeting of June 18, 2018 and the Executive Director's Report were presented by Charles Babcock. Lanny Edelsohn called for a report of Conflicts of Interest. None were reported. The Consent Agenda was approved without motions.

Music Director's Report: David Amado reported that the DSO is nominated for a Latin Grammy Award for Best Classical Album for "The Book of Signs" performed with the Brasil Guitar Duo. This is the second Grammy nomination received by the DSO in its history, however, the first for Best Classical Album. The announcement of the winner will be in November.

Finance Committee Report: Lanny Edelsohn presented the Finance Committee Report (Attached). We finished the 2017-2018 fiscal year with a slight surplus, largely due to our One-Twelve Fund Drive development efforts, cost cutting and two major donors. Other noted successes, the Fourth of July concert with the City of Wilmington and our outdoor concerts at Longwood. Currently, our 2018-2019 annual expense forecast is \$1,751,000, an increase over last year. We have several items coming up which will require additional focus so we will need to remain vigilant in our development efforts. To date, we are at \$574,000 or 41% of our budgeted contributions.

Development Committee Report: Patricia Zaharko provided a report of the Brantwyn Celebration on September 12, 2018, which successfully raised \$3,890.59. Kristin Peterson provided an update on the 2018-2019 Concert Program Guide Advertising Campaign with new materials to distribute. Bob Stoddard reported on the successful efforts of the 2017-2018 Campaign, which raised \$270,416 in new money and advised that we need to repeat that performance and do better. Alan Jordan presented a proposal to engage Robert Swaney Consulting, Inc. (RSC), a fund raising firm to perform an Annual Fund Assessment for the DSO. The assessment will take approximately 12 to 15 weeks and will be completed by early 2019. The Finance Committee and the Development Committee both recommend the engagement. **Upon motion by Bob Stoddard, with a second by David Kubacki, the Board unanimously approved the engagement of RSC, Inc. to perform an Annual Fund Assessment for \$10,000, plus \$3,000 in expenses.**

Other Business:

- Charles Babcock presented a proposal for consideration for the DSO to obtain seven of the Bells of Remembrance from the Franciscan Order. The proposal includes the bells, transport trailers and other equipment. The cost to add the bells to our insurance policy is \$91. Long-term storage space will need to be located and secured. **On the motion of David Kubacki, with a second by**

Lanny Edelsohn, the Board unanimously approved the gift of the bells and the purchase of the trailer for \$1.00, additional insurance of \$91 and storage to be determined.

- Alan Jordan reminded the Board to return Conflict of Interest forms.
- Postcards are available for distribution for Friday and Sunday's concerts.
- **By consensus and as approved by the Finance Committee, a Resolution was passed to open an additional account at PNC to enable electronic transfer of donor funds for fees and expenses.**

Adjournment: The meeting was adjourned at 6:39 p.m. The subsequent vote to adjourn was unanimous.

Board Meeting: The next Board meeting is scheduled for Monday, October 15, 2018 at the Community Service Building, Wilmington, DE.

Respectfully submitted,

Tess Pietrucci

Secretary