

**Delaware Symphony Orchestra**  
Meeting of Board of Directors  
Monday, April 23, 2018  
Community Service Building – Wilmington, DE

-MINUTES-

**Directors Present:** Charles Babcock, Lanny Edelsohn, James Ellison, Shelley Kinsella, David Kubacki, Elena Norman (telephonically), Theresa Pietrucci, Jeffrey Ruben, Robert Stoddard

**Directors Absent:** Cris Coconcea, Matthew DiGuglielmo, Jennifer Golek, Brian Kelley, Grace Kwon-Kubacki

**Others Present:** Alan Jordan, Executive Director; Kristin Peterson, Development Director; Martin Beech, Musician Representative

**Others Absent:** David Amado, Music Director

**Welcome and Call to Order:** President, Charles Babcock called the meeting to order at 5:36 p.m.

**Consent Agenda:** The minutes of the Board meeting of March 26, 2018, the Executive Director's Report, the Marketing Committee Report, and the Nominating and Governance Committee Report, were presented by Charles Babcock. The minutes, upon motion by Bob Stoddard, with a second by Lanny Edelsohn, were unanimously approved by the Board. The Consent Agenda was approved without motions.

**Development Committee Report:** The sponsor of the Mahler concert on May 18 will invite 30 friends as guests. We continue to make progress towards our goal and \$50,000 Challenge from a major donor. We still need \$65,073 to be raised by June 30 with outstanding asks of \$100,000. \$4,200 of new gifts recently received were from Board members in response to the \$50,000 Challenge. There will be a year-end mailing to go out May 15 followed by a Board phone-a-thon on May 30 and 31<sup>st</sup>. A Friend Raising event is in the planning stages to win back good will. The event will include David Amado, Music Director, and musicians. A Kick-Off event for the 2018-2019 season is being planned for some time after Labor Day. (Report Attached)

**Finance Committee Report:** Lanny Edelsohn presented the Finance Committee Report (Attached). Currently, our anticipated 2017-2018 annual expense forecast is \$1,635,201 with \$351,000 estimated as needed to be raised over the next 3 months. A \$100,000 gift has been pledged which narrows the shortfall to \$251,000. We are anxiously awaiting the results of the \$50,000 challenge to determine actual shortfall. We currently need to approve a \$200,000 infusion from the Beekhuis fund to meet operating cash needs, with \$100,000 expected to be paid back upon receipt of the pledged gift. **Upon motion by Lanny Edelsohn, with a second by Jeff Ruben, the Board unanimously approved drawing up to a \$200,000 distribution from the Beekhuis fund.** We also need updated figures for ticket sales (current estimate \$42,959) and subscription renewals in order to understand the complete financial picture. Next year's \$1.548 million core budget, which includes the Classics Series, the Chamber Series, and the Wilmington Explorer Series, is considered a stretch goal and the Board must prioritize the Fiscal year 2019 Strategic Initiatives and Outreach Budget Modules (report attached). Upon review, **a motion was made by Shelley Kinsella, with a second by David Kubacki to accept all of the First Priority Strategic Initiatives and Outreach Budget Modules and Second Priority with exceptions noted, elimination of the Family Concert in Kent County and the Explorer Concert in Sussex County. This leaves an estimated risk of unsecured (and unidentified) revenues of \$100,000 but if we're significantly in the red next year, we will not repeat these new initiatives in following years. Seven Board members voted in favor of said**

**motion, one Board member voted against the motion (Lanny Edelsohn – in favor of Core Budget only) and Elena Norman abstained.**

**Nominating and Governance Committee Report:** David Kubacki presented 3 potential Board members to the Board for consideration; Patricia Zaharko, David McBride, and Jimi Honochick. There were no objections to the candidates presented. In addition, David presented the Draft of the Revised Director Expectation Statement. **Upon motion by David Kubacki with a second by Jeff Ruben, the Revised Director Expectation Statement was unanimously approved.**

**Other Business:** Alan Jordan reminded Board members to complete the DANA self-evaluation survey if they hadn't already completed it. The special session is scheduled for Saturday, May 19<sup>th</sup>. He advised that we will have a brief on-site Board meeting after the session. The meeting scheduled for May 21<sup>st</sup> is cancelled.

**Adjournment:** The meeting was adjourned at 7:10 p.m. The subsequent vote to adjourn was unanimous.

**Board Meeting:** The next Board meeting scheduled for Monday, May 21, 2018 is cancelled.

Respectfully submitted,

Tess Pietrucci

Secretary