

**Delaware Symphony Orchestra**  
Meeting of Board of Directors  
Monday, October 15, 2018  
Community Service Building – Wilmington, DE

-MINUTES-

**Directors Present:** Charles Babcock, Matthew DiGuglielmo, Lanny Edelsohn, Jimi Honochick, Brian Kelley, Shelley Kinsella (telephonically), David Kubacki, Grace Kwon-Kubacki , David McBride, Theresa Pietrucci (telephonically), Jeffrey Ruben, Patricia Zaharko

**Directors Absent:** James Ellison, Jennifer Golek, Elena Norman, Robert Stoddard

**Others Present:** David Amado, Music Director; Alan Jordan, Executive Director; Kristin Peterson, Development Director, Sandra VandeGeijn, Musician Representative, Elizabeth Jaffe, Education Director; and Gunnip & Co. Auditors, Katherine Silicato and Christopher Erisman

**Welcome and Call to Order:** President, Charles Babcock called the meeting to order at 5:34 p.m.

**Consent Agenda:** The minutes of the Board meeting of September 24, 2018, the Executive Director's Report and the Marketing Committee Report were presented by Charles Babcock. Brian Kelley moved and David Kubacki seconded the approval of the Consent Agenda. No objections were made by the Board.

**Finance Committee Report:** Lanny Edelsohn presented the Finance Committee Report (Attached). We received \$10,000 from a corporate sponsor and \$7,500 from the Delaware Division of the Arts noted in 3F of our report. There were additional expenses related to replacing Stephanie Wilson plus we added \$13,000 of expense for our new developmental consultant, RSC. We need to continue to monitor gifts by Corporations, Foundations, and Major Gifts, as well as addressing the completion of the Longwood grant. We have pledged/collected \$587,080 to date or 42% of our goal. The Beekhuis fund is currently \$741,803.

**Audit Committee Report:** The Independent Auditor's Report of the Delaware Symphony Association and the Delaware Symphony Supporting Foundation for the Fiscal Year 2018 was presented by Chris Erisman and Katherine Silicato of Gunnip & Company, LLP. An Audit of the Consolidated Financial Statements and activities, functional expenses and cash flows as of June 30, 2018 and 2017 was conducted. An unmodified opinion was expressed; all is in good order and there are no major adjustments required. Of mention, in June of 2019, changes to the accounting rules will implement two classes of contributions 1) with donor restrictions and 2) without donor restrictions. The Audit Committee recommended approval and acceptance. **Upon motion by Jeff Ruben, with a second by Matt DiGuglielmo, the Independent Auditor's Report for the fiscal year 2018 as presented by Gunnip was unanimously approved and accepted by the Board.**

**Music Director's Report:** David Amado reported that opening week was a great success and proves that you can't rely on programming alone to draw an audience. The downstate concert was also very successful and we're very happy with the results. That said, we're still struggling with only 32 of the 79 season-contracted members on stage that weekend. The substitutes are excellent but they aren't regular members. This makes it very difficult to build a set of musical values and priorities. It makes it difficult to develop institutional musical growth. Additional conversation needs to occur to develop ideas to address this issue. A venue will be identified and participants invited for the discussion.

**Development Committee Report:** David Kubacki advised that he will be working with Jennifer Golek to engage some of her colleagues to develop surveys aimed at helping us gather data that will enable us to

analyze data and improve our process focuses. In the concert program, there are three pages of donors. There are 41 new names and 70 recurring names that increased their contributions representing a total of \$271,000 of new money for the DSO during FY18. Thank you to Bob Stoddard for his leadership and drive that moved us to these results. We need to continue to get new people to the concerts, they sell themselves. Bob will be conducting development training refresher sessions. We're focused on cultivating relationships with local companies; Astra Zeneca, AutoTeam Delaware, Chemours, Incyte, Westover Capital, and WSFS, etc. We'll be organizing a party/reception to host our Musician Chair Sponsors. On October 29, 2018 the DSO will participate in the New Castle County Chamber of Commerce wine and cheese event – "Making an Impact". Our development consultants, RSC, will perform their site visit December 3-4, 2018.

**Education Committee Report:** Elizabeth Jaffe reviewed the DSO Education Programs and Wish List in detail (attached). The current DSO Education programs include;

- Math and Music – 4<sup>th</sup> grade program, string quartet, classroom visits, final project/percussion
- Build the Orchestra – Middle school strings, side by side, school concert, attend DSO concert
- Side by Side with DYSO – side by side with the Youth Orchestra at the Music School of Delaware, David Amado conducts
- Masterclass Series – Guest artists, Cab Calloway and Music School of Delaware, perhaps a DSO musician
- Open Dress Rehearsal – College and High School, Final dress for Classics concert, David Amado meet
- Explorer Concert - Well received last year. Link up concert program. Recorder/strings and singing. 2018 results: Total attendance 2298, 2046 Students, 252 adults, 1001 Title 1 students, Dover concert 382, 1153 Recorders distributed.

**Other Business:**

- Flyers were distributed for the first Chamber Series concert of the season.
- Joshua Kovach (our new Personnel Manager and Librarian) and his wife (Naomi Gray, the DSO's Associate Principal Cellist) had a baby girl on Monday. Welcome Rayna Gila Kovach!
- The Board supports participating in a survey about program priorities. Results will be delivered at our November meeting.
- Jeff Ruben suggested circulating the review of the first Classics Concert via e-mail blast.
- David Kubacki reported that the Nominating and Governance Committee will meet soon to get started on identifying director candidates for known vacancies at the end of the season.

**Adjournment:** The Board went into Executive session at 6:47 p.m. and adjourned at 6:55 p.m.

**Board Meeting:** The next Board meeting is scheduled for Monday, November 19, 2018 at the Community Service Building, Wilmington, DE.

Respectfully submitted,

Tess Pietrucci

Secretary