

Delaware Symphony Orchestra
Meeting of Board of Directors
Monday, April 22, 2019
Community Service Building – Wilmington, DE

DRAFT -MINUTES-

Directors Present: Charles Babcock, Matthew Di Guglielmo, Lanny Edelson, James Ellison (telephonically), Deborah Green, Jimi Honochick, Brian Kelley, Shelley Kinsella, David Kubacki, David McBride, Elena Norman (telephonically), Theresa Pietrucci (telephonically), Jeffrey Ruben, Robert Stoddard, Patricia Zaharko

Directors Absent: Grace Kwon-Kubacki

Others Present: David Amado, Music Director; Alan Jordan, Executive Director; Kristin Peterson, Development Director; James Finegan, Musician's Representative; Ruth Kreider, Musician's Representative

Welcome and Call to Order: President, Charles Babcock called the meeting to order at 5:35 p.m.

Consent Agenda: The Minutes of the Board meeting of March 25, 2019, the Executive Director's Report and the Marketing Committee Report were presented by Charles Babcock. Alan Jordan provided a status report on renewed subscriptions. On motion by Shelley Kinsella, with a second by Patricia Zaharko, the Minutes and Consent Agenda were unanimously approved by the Board.

Music Director's Report: David Amado reported that the last Chamber Concert of the season was well sold and very well received. It sounded great and the audience was engaged. Remembering Dottie Flynn was a great way to end the season.

Development Committee Report: Bob Stoddard reported that the 2018-2019 Annual Fund reached to date is \$804,145, with \$344,855 still needed to reach our Goal. Dave McBride will lead a Board extra-giving effort with a matching challenge pool. The Individual Gift Solicitation Team received coaching and are calling their 36 prospects. The Corporate Solicitations Team are working on a 2019-2020 season sponsorship piece, and are creating an entry-level program for first time small business and company donors. The Stewardship Team will have a tutorial session for volunteers to get the initiative up and running, thanking our donors for their gifts. The 60-day plan for our year-end campaign is in motion. A new value-based message was developed. New reporting protocols are in place.

Finance Committee Report: Lanny Edelson presented the Finance Committee Report (Attached). We are still behind year-to-date in major gifts and are still awaiting a response from one of our major donors. The Cash Projection Report, as of April 16, 2019, indicates that we will have cash needs at the end of April. The FY 2019 Budget vs. FY 2019 Operations Forecast, as of April 16, 2019 indicates that we need an additional \$344,048 of contributions.

Nominating and Governance Report: David Kubacki reported that Jennifer Golek resigned from the Board. We thank her for her dedicated years of service. We continue to pursue a handful of new prospects to replace our three other departing members. Please continue to provide names of suitable prospects. We have invited some to the last concert of the season and will continue working in earnest on the vetting process.

Adjournment: At 6:50 p.m. the meeting moved in to Executive Session and was finally adjourned at 7:09 p.m.

Board Meeting: The next Board meeting is scheduled for Monday, May 20, 2019 at the Community Service Building, Meeting Room 105, Wilmington, DE at 5:30 p.m.

Respectfully submitted,

Tess Pietrucci

Secretary