

Minutes for the City of Sterling Municipal Band Commission

March 10, 2026

Commissioners:

Gonzalo S. Reyes - Chair
Kevin O'Keefe - Vice Chair
Allen Lee - Treasurer
Amy Boze - Secretary

Staff:

Annette Hackbarth - Director

Not Present:

Tony Crisp - Vice Treasurer
Vanessa Leavitt - Band Manager

1. CALL TO ORDER

A regular meeting of the Sterling Municipal Band Commission was held on 3/10/26 at 6:05 p.m. in the Council Chambers at City Hall, 212 Third Ave, Sterling, IL, 61081.

Commissioner Reyes called the meeting to order, and attendance was taken showing three Commissioners were present. Commissioner O'Keefe arrived at 6:20.

2. CONSENT ITEMS

Commissioner Lee made a motion to approve the following consent items:

February 2026 Regular Meeting Minutes
March 2026 Band Director Report
March 2026 Band Manager Report

Commissioner Boze seconded the motion which passed unanimously.

3. FINANCIAL REPORT

a. The Financial Report was presented by Commissioner Lee showing:

	<u>Budget</u>	<u>Actual</u>
Personnel:	\$76,200.00	\$64,576.85
Materials and Services:	\$38,293.00	\$31,005.85
Capital Expenses:	\$3,750.00	\$33,943.35*
Revenue:	\$118,650.00	\$151,828.07
Operating Balance to date:		\$22,302.02

*GCC brick and mortar repairs

Commissioner Lee presented the financial report. Everything is on track for the rest of the fiscal year. Pops concert expenses and building rental used to be separate line items. Now it will be separated by winter and spring concerts.

Commissioner Boze made a motion to receive the financial report. It was seconded by Commissioner Lee and carried unanimously.

- b. 2026-2027 Budget is under review pending final approval

4. COMMENTS FROM THE PUBLIC

There was no public present.

5. OLD BUSINESS

- a. Spring Concert April 24, 2026 rehearsals are about to start, and everything is ready. We would like to serve cookies and water again, so cookies will need to be ordered. Our usual announcer has a conflict with this concert. Annette will ask the band for a volunteer to sub; otherwise, she will do it herself.
- b. MUTS
 - i. Dr. Mark Heidel, University of Iowa, Guest Conductor - June 10 - stipend \$750 + hotel, mileage, etc Motion by Commissioner O’Keefe, 2nd by Commissioner Lee, unanimous
 - ii. Jodi Beach, Guest Vocalist, Rockford - June 17 - stipend \$500 + mileage, etc (no hotel) Motion by Commissioner Boze, 2nd by Commissioner Lee, unanimous
 - iii. Dr. Mike Fansler, Western Illinois University, Guest Conductor - July 22 - stipend \$750 + hotel, mileage, etc. Motion by Commissioner Boze, 2nd by Commissioner O’Keefe, unanimous
 - iv. Kevin Jensen, Guest conductor, retired Harlem HS, Machesney Park and composer - July 29 - stipend \$600 + hotel, mileage, etc. Motion by Commissioner Lee, 2nd by Commissioner O’Keefe, unanimous
 - v. Saturday Concert - date changed to July 18 - Big River Brass Band - stipend \$750 Motion by Commissioner Boze, 2nd by Commissioner O’Keefe, unanimous
 - vi. Confirm Cannon Battery
 - 1. Vanessa confirmed they are available - July 1 - stipend \$600
 - vii. Confirm road closure
 - 1. Vanessa sent to City and will be approved at City Council Meeting on 3/16
- c. Pre-Concert
 - i. Class of 1982 isn’t available this summer
 - ii. SHS Theatrical Production - date? July 15 (if Commissioner Reyes can move the mariachi group to the 22nd)
 - iii. Payment if rainout - contract needs to be updated to include half payment if the concert is cancelled, but if it’s moved to a rain location and they choose not to perform, they won’t be paid. If we move indoors, they must have their own sound equipment. (We’ll firm this up at the next meeting.)
 - iv. Terms of Cancellation of event versus rain venue

1. Rain Venue Sterling High School? Confirmed? Must be decided by 3:00 so SHS custodial staff has time to tarp the floor. Further discussion on this next month.
- d. Yellow 2026 Statement of Economic Interest must be returned

6. NEW BUSINESS

- a. New Member Auditions - Saturday, May 16, 2026
 - i. Challand Middle School? location will be updated once Vanessa hears from SPS. Age requirement is 14, not necessarily the grade. Annette will ask Lindsey Petty to assist (Vanessa not available)
- b. Fiesta Parade
 - i. Saturday Sep 19, 2026 - Parade starts at 1:00 p.m. in Rock Falls and ends at the Sterling Marketplace. Will be added to the list of expected dates, and people will need to sign out. Annette will then determine the appropriate music and leadership.
- c. Sterling 250 Celebration Parade/Party
 - i. Saturday, July 25, 2026 Allen will check on the parade date and details. Is it part of the Street Fest?
- d. Commission Music Annette has emailed the composer and is waiting on a reply.

7. MISCELLANEOUS

- a. Annette told us about the Illinois Band Conference over the summer. She will be attending. Doesn't need approval since it's under the spending cap, but we all approve of her going.
- b. Updated agreement with SPS needs to be on the agenda for next month.
- c. Allen will negotiate with the hotel for a better rate for summer guests.

8. ADJOURNMENT

Commissioner O'Keefe made a motion to adjourn. It was seconded by Commissioner Lee and passed unanimously. The meeting was adjourned at 7:25 p.m.

Minutes were taken by Commission Secretary Amy Boze and given to Band Manager Vanessa Leavitt to submit to the Clerk of the City of Sterling.

**The next regular meeting of the Sterling Municipal Band Commission will be
Tuesday, April 14, 2026 at 6:00 p.m. in the City Council Chambers
located on the first floor of City Hall, 212 Third Ave, Sterling, IL. 61081.**