

1. Meeting Opening

Meeting Opening

A. Call to Order

Commissioner O'Keefe called the Sterling Municipal Band Commission to order at 6:05 PM on Monday, July 13, 2026.

Present: Commissioner Amy Boze, Commissioner Tony Crisp, Commissioner Allen Lee, Commissioner Kevin O'Keefe. Present for most of the meeting via phone: Commissioner Gonzalo Reyes. Also present were Annette Hackbarth - Director, and Vanessa Leavitt - Band Manager.

2. Consent Agenda

Consent Agenda

Commissioner Boze made a motion to Approve Consent Items; Seconded by Commissioner Crisp. Voting: Ayes – Amy Boze, Tony Crisp, Allen Lee, Kevin O'Keefe. Nays – None.

A. Approval of Minutes

i June Minutes

ii Annual Meeting

B. Band Director's Report

- Annette added that she did complete an inventory of all SMB equipment.

C. Band Manager's Report

3. Financial Report

Financial Report

	Budget	Actual
Personnel	\$73,500.00	\$11,361.50
Materials & Services	\$49,150.00	\$12,508.83

Capital Expense	\$4,000	\$0.00
Revenue	\$126,650.00	\$65,688.18
Operating Balance to Date		\$41,817.85

- Consider searching out Winter or Spring Concert sponsors. Will discuss in September.

Commissioner Crisp made a motion to Approve Financial Report; Seconded by Commissioner Boze. Voting: Ayes – Amy Boze, Tony Crisp, Allen Lee, Kevin O'Keefe. Nays – None.

4. Communication from Visitors

Communication from Visitors

A. Public Comment

No public present.

5. Old Business

Old Business

A. Summer 2026: Music Under the Stars

1. Kidz Konkert Review
2. Rain Venue Explanation

Summer 2026: Music Under the Stars

Kidz Konkert Review

- Having the guest musicians went quite well and was enjoyed by the guests, the regular musicians, and the audience.
- 35 guest musicians, mostly middle and high school students
- Add names (and schools) to the program next year
- Will likely do it again next year, but will keep an eye on participation. If that declines, we will consider doing it less frequently. Once word gets out, participation could go up. We may need to consider capping the number of guests based on space and chairs.
- T-shirts cost us just under \$500
- More goody bags next year - 100 instead of 85

- Pre-concert events went well

Rain Venue Explanation

- Signs will be posted, Facebook, email, announcements at concerts. Commissioners agreed we are doing all we can to get the process and word out.

B. Pizza Party \$1000

Commissioner Boze made a motion to Approve Pizza Party up to \$1000 for 8/5/26; Seconded by Commissioner Crisp. Voting: Ayes – Amy Boze, Tony Crisp, Allen Lee, Kevin O'Keefe. Nays – None.

- Recommend ordering same amount of pizza as last year.

C. Advertising Billboards/Newspaper/Yard Signs Updates

- Billboards will be coming down soon, per our contract.
- There are yard signs left over from this year, along with extra stakes, so we may not need to order more next year.

D. Programs

1. New Graphics Facebook
2. Posting Two Weeks Ahead

- Band member expressed concern about the use of AI for our publicity. We don't have any members of the band with computer graphics/publicity careers, so finding someone to create a graphic could be costly. Concerns have been expressed by others as well. It was attempted as something new, and it did get more views on Facebook than usual. Annette will go back to Canva and try to create something eye-catching without using AI for the remaining concerts this summer.
- Consider posting concert details two weeks ahead of time so if something sparks their interest, they do not have to plan last-minute. It could confuse people about what is coming next week. Could do a "save the date" for events that are further in the future. Or a list of upcoming events as a graphic that people can find on our Facebook page. Creating Facebook events, as done in the past, might help.

E. Fiesta Day Parade September 19

- The date was given to band members at the beginning of May as an expected performance. Annette and Vanessa worked to get sign-outs and commitments from band members.
- Only 10 players can play. Several of those are high school students who are not leaders or not necessarily reliable. Many are signed out due to marching band competitions, Clinton Symphony, etc.
- Annette does not feel we have a solid group to represent the band well.
- Playing a recording of our music with a truck and some Commissioners and/or band members handing out fliers is an option we will proceed with.
- Will pursue the truck (Kevin), hand out stickers (left from Kidz Konzert), magnets with event dates and "follow us on Facebook" and "our 99th season" (JJM made them in the past - Vanessa/Kevin will work on that), Vanessa will email those band members who said they would play to see if they will walk with Amy and Tony.

F. WNIU Encore Series July 22nd Concert

- Air-date is TBD

6. New Business

New Business

A. Stucco Damage

- Grandon Civic Center has damage to the stucco. Brad from the City looked at it and confirmed it needs to be repaired. If the wire underneath rusts, that would be a bigger repair. Gonzo is working on getting estimates, but is having difficulty finding masons to look at it and has been told it will probably be quite expensive. Will have to get bids if it is over \$20,000. Kevin will communicate with the City again to find the process on bids.

7. Discussion

Discussion

A. Bylaws in need of update:

1. Change Time Election of Officers
2. Addition of Assistant Treasurer

- Potentially change Elections to May or June to align with our fiscal year.

- Assistant Treasurer potentially needs to be added into the bi-laws.

B. Centennial Celebration

- Tabled until next month

C. August Meeting Tuesday (11th)

- Meetings return to Tuesdays starting in August. Annette will not be there due to band camp at work.

D. Scooters and E-bikes at Summer Concerts

- Gonzo reached out to Sterling PD and there is a new law that went into effect July 1st, which is an unclear law. The Police Department will look into it and officers will try to be more present at our concerts. Safety is a concern.

E. Tuba Christmas

- Date is tentatively Saturday, December 5 (Sterling Christmas Walk is 12/4)
- Annette will contact the mall to see if we can use that venue
- Annette will look into a guest conductor, as is tradition with Tuba Christmas
- Annette will register with the Tuba Christmas Foundation when available

F. Winter and Spring Concerts

- Dates are 1/8/27 and 4/23/27

8. Adjourn

Adjourn

Commissioner Crisp made a motion to adjourn; Seconded by Commissioner Boze and passed unanimously. The Meeting adjourned at 7:50 p.m.