

La Porte County Symphony Orchestra

Board Meeting

February 20, 2008 6:30 pm at Symphony Center & Gallery 614 Lincolnway

Members present: Joe Goepfrich, Cheryl Ferguson, Ted Taylor, Andrea Taylor, Kathleen Lang, Ray Grivetti, Mike Drayton, John Cannon, Marcia Morris, Elizabeth Dekker, Sheryl Edwards, Jo Fran Bendix, Lee Rardin, Phil Bauman, Meg Rogers

Marcia Morris (Board President) – Called meeting to order at 6:30 pm. Minutes were approved from November 28, 2007 meeting.

- The Symphony Center has been sold. It will become an antique store. We get to keep our symphony space but will lose the gallery.
- Marcia will put a thank you in the LaPorte Herald Argus thanking people and letting them know why we are closing. The gallery grossed \$3,600.00 last year and 800 people visited.
- Mike Drayton reported that the Bylaws are being updated.

Fundraising Report (Joe Goepfrich)

- There has been a meeting scheduled in April. Members are still contacting donors.

Financial Report (Board Treasurer – Joe Goepfrich)

- Reviewed financial statements
- Financial statements approved. (See statements online)
- Reviewed budget reports. (See reports online)
- Budget failed to pass. Committees will work on reducing costs and we will meet again March 12, 2008.

Music Director's Report (Phil Bauman)

- January concert was very successful and did much good for the community.
- February chamber concert gave us a great variety of music from the 17th century that you don't hear very often.
- String quartet from the symphony was wonderful.
- March concert, "Carmina Burana" is in good shape. Should be a wonderful concert.
- April pops concert is shaping up.

Executive Director's Report (Cheryl Ferguson)

- See report online.

Personnel/Operations Manager Report (Lee Rardin)

- Working with the January concert personnel was great.
- March logistics will come together next week.
- When orchestra members have to chose which orchestras to play with they chose ours over other orchestras.

Committee Reports

- **March Gala Committee (Elizabeth Dekker)** – Everything is coming along fine.
- **Young Artist Competition (Marcia Morris)** – No applications have been turned in yet
- **Hoosier Star (Sheryl Edwards)** – Auditions coming up in March. \$16,000 has been pledged so far for the event. Board Members are encouraged to get sponsors for the singers.

Orchestra Representative's Report (Jo Fran Bendix) – Things are going fine.

Gallery Report (Jo Fran Bendix) – Tourism Board is sad that the Gallery is closing.

No Other Business

Next Meeting – March 12, 2008, 6:30 pm, Symphony Center

Meeting Adjourned at 8:30 pm

Submitted by Andrea Taylor, Secretary

LaPorte County Symphony Orchestra, Inc.
Budget Overview: LCSO - FY09 P&L Classes
August 2008 - July 2009

	Total
Income	
ADMISSIONS INCOME	
Adult Season	3,200.00
Friends of the Symphony	
Luncheon	2,600.00
Memberships	1,000.00
Total Friends of the Symphony	\$ 3,600.00
Senior Season	5,800.00
Single Admissions	51,000.00
Young Artist Competition	300.00
Total ADMISSIONS INCOME	\$ 63,900.00
CONTRACTED SERVICES	62,225.00
CONTRIBUTIONS	
Board of Directors	2,000.00
Concert Sponsors	55,000.00
Corporations & Foundations	13,000.00
Gala Benefit Sponsors	25,000.00
Hoosier Star Benefit Sponsors	22,500.00
Individuals	10,000.00
Total CONTRIBUTIONS	\$ 127,500.00
IN-KIND	
Advertising	1,667.00
Total IN-KIND	\$ 1,667.00
OTHER REVENUE	
Auctions	11,000.00
Food & Beverage Sales	2,000.00
Interest Income	1,500.00
Program Books	7,200.00
Total OTHER REVENUE	\$ 21,700.00
Total Income	\$ 276,992.00
Expenses	
ADMINISTRATIVE EXPENSES	
Accounting	900.00
Advertising	8,000.00
Annual Fund Drive Brochure	400.00
Concert Promotional Materials	225.00
Credit Card Fee	300.00
Friends of the Symphony	2,400.00
Insurance	1,300.00
Memberships-Chambers	500.00
Miscellaneous	500.00
Noteworthy Newsletter	500.00
Office Rent & Utilities	6,000.00
Other Printing (tickets, bus card)	900.00
Postage	2,600.00
Program Books	6,000.00

Season Brochure		400.00
Supplies & Equipment		1,500.00
Telephone		1,400.00
Website		3,400.00
Young Artist Competition		300.00
Total ADMINISTRATIVE EXPENSES	\$	37,525.00
PERFORMANCE EXPENSES		
Band Shell Rental		225.00
CD Recording		700.00
Concert Enhancement		500.00
Decorations		150.00
Educational CD's		300.00
Food & Beverage		8,700.00
Moving Truck Rental		875.00
Music Rental/Purchases		13,200.00
Musician/Music Supplies		2,100.00
Other		1,700.00
Piano Tuning		300.00
Security		725.00
Sound		7,975.00
Space Rental (includes lights)		11,500.00
Total PERFORMANCE EXPENSES	\$	48,950.00
PERSONNEL EXPENSES		
Administrative Assistant		8,000.00
Business Manager		2,500.00
Conductor's Salary		40,800.00
Executive Director		33,000.00
Guest Artists		8,750.00
Librarian		2,200.00
Operations Assistants		2,800.00
Operations Manager		5,050.00
Orchestra Members		82,275.00
Payroll Taxes		
FUTA (.8%)		409.00
Matching FICA (7.65%)		3,910.00
SUTA (2.7%)		1,380.00
Total Payroll Taxes	\$	5,699.00
Personnel Manager		4,500.00
Program Annotator		200.00
Rehearsal Pianist		240.00
Stage Crew		1,425.00
Travel/Transportation		1,695.00
Total PERSONNEL EXPENSES	\$	199,134.00
Total Expenses	\$	285,609.00
Net Operating Income	-\$	8,617.00
Net Income	-\$	8,617.00
Wednesday, Feb 20, 2008 09:16:02 AM GMT-6 - Accrual Basis		

Season tickets -
Adult 15-18

4

	A	B	C	D	E	F	G	H	I	J	K	L	M	N
57	Total ADMINISTRATIVE EXPENSES	\$ 3,276.00	\$ 1,876.00	\$ 7,476.00	\$ 5,351.00	\$ 1,076.00	\$ 3,151.00	\$ 1,726.00	\$ 4,801.00	\$ 3,721.00	\$ 2,171.00	\$ 1,321.00	\$ 1,579.00	\$ 37,525.00
58	PERFORMANCE EXPENSES													0.00
59	Band Shell Rental	0.00	0.00	75.00	75.00	0.00	0.00	0.00	75.00	0.00	0.00	0.00	0.00	225.00
60	CD Recording	0.00	0.00	0.00	100.00	100.00	100.00	0.00	200.00	100.00	0.00	100.00	0.00	700.00
61	Concert Enhancement	0.00	0.00	100.00	100.00	0.00	100.00	0.00	100.00	100.00	0.00	0.00	0.00	500.00
62	Decorations	0.00	0.00	0.00	100.00	0.00	0.00	0.00	0.00	50.00	0.00	0.00	0.00	150.00
63	Educational CD's	0.00	0.00	300.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	300.00
64	Food & Beverage	0.00	0.00	250.00	7,600.00	0.00	0.00	0.00	250.00	100.00	0.00	0.00	500.00	8,700.00
65	Moving Truck Rental	0.00	100.00	50.00	50.00	100.00	100.00	0.00	175.00	50.00	50.00	0.00	200.00	875.00
66	Music Rental/Purchases	0.00	500.00	1,000.00	1,500.00	2,500.00	1,500.00	0.00	800.00	2,000.00	0.00	2,500.00	900.00	13,200.00
67	Musician/Music Supplies	0.00	200.00	50.00	50.00	200.00	50.00	0.00	450.00	50.00	0.00	0.00	1,050.00	2,100.00
68	Other	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,700.00	0.00	0.00	1,700.00
69	Piano Tuning	0.00	0.00	0.00	0.00	100.00	100.00	0.00	0.00	100.00	0.00	0.00	0.00	300.00
70	Security	0.00	0.00	200.00	200.00	0.00	0.00	0.00	0.00	175.00	0.00	0.00	150.00	725.00
71	Sound	0.00	1,800.00	500.00	500.00	500.00	0.00	0.00	500.00	500.00	0.00	1,800.00	1,875.00	7,975.00
72	Space Rental (includes lights)	0.00	0.00	1,800.00	1,800.00	500.00	1,800.00	0.00	1,800.00	1,800.00	0.00	2,000.00	0.00	11,500.00
73	Total PERFORMANCE EXPENSES	\$ 0.00	\$ 2,600.00	\$ 4,325.00	\$ 12,075.00	\$ 4,000.00	\$ 3,750.00	\$ 0.00	\$ 4,350.00	\$ 5,025.00	\$ 1,750.00	\$ 6,400.00	\$ 4,675.00	\$ 48,950.00
74	PERSONNEL EXPENSES													0.00
75	Administrative Assistant	666.00	666.00	666.00	666.00	666.00	666.00	666.00	666.00	666.00	666.00	666.00	666.00	8,000.00
76	Business Manager	208.00	208.00	208.00	208.00	208.00	208.00	208.00	208.00	208.00	208.00	208.00	212.00	2,500.00
77	Conductor's Salary	0.00	500.00	6,600.00	6,600.00	3,000.00	6,600.00	0.00	7,400.00	6,600.00	0.00	2,000.00	1,500.00	40,800.00
78	Executive Director	2,750.00	2,750.00	2,750.00	2,750.00	2,750.00	2,750.00	2,750.00	2,750.00	2,750.00	2,750.00	2,750.00	2,750.00	33,000.00
79	Guest Artists	0.00	0.00	2,500.00	500.00	0.00	800.00	0.00	1,950.00	2,500.00	0.00	0.00	500.00	8,750.00
80	Librarian	0.00	100.00	250.00	250.00	250.00	250.00	0.00	300.00	250.00	0.00	250.00	300.00	2,200.00
81	Operations Assistants	0.00	250.00	325.00	325.00	325.00	325.00	0.00	475.00	325.00	0.00	0.00	450.00	2,800.00
82	Operations Manager	0.00	150.00	600.00	600.00	600.00	600.00	0.00	800.00	600.00	0.00	600.00	500.00	5,050.00
83	Orchestra Members	0.00	3,700.00	8,500.00	10,000.00	10,000.00	7,500.00	0.00	14,000.00	9,000.00	0.00	7,500.00	12,075.00	82,275.00
84	Payroll Taxes													0.00
85	FUTA (1.8%)	28.00	30.00	37.00	37.00	37.00	37.00	32.00	40.00	37.00	28.00	35.00	31.00	409.00
86	Matching FICA (7.65%)	262.00	277.00	354.00	354.00	354.00	354.00	304.00	377.00	354.00	262.00	330.00	328.00	3,910.00
87	SUTA (2.7%)	93.00	99.00	125.00	125.00	125.00	125.00	107.00	133.00	125.00	93.00	117.00	113.00	1,380.00
88	Total Payroll Taxes	\$ 383.00	\$ 406.00	\$ 516.00	\$ 516.00	\$ 516.00	\$ 516.00	\$ 443.00	\$ 550.00	\$ 516.00	\$ 383.00	\$ 482.00	\$ 472.00	\$ 5,699.00
89	Personnel Manager	0.00	100.00	600.00	600.00	600.00	600.00	0.00	700.00	600.00	0.00	300.00	400.00	4,500.00
90	Program Annotator	0.00	0.00	0.00	100.00	0.00	0.00	0.00	100.00	0.00	0.00	0.00	0.00	200.00
91	Rehearsal Pianist	0.00	0.00	0.00	60.00	60.00	60.00	0.00	60.00	0.00	0.00	0.00	0.00	240.00
92	Stage Crew	0.00	0.00	225.00	225.00	0.00	225.00	0.00	225.00	275.00	0.00	100.00	150.00	1,425.00
93	Travel/Transportation	0.00	0.00	285.00	285.00	0.00	285.00	0.00	280.00	280.00	0.00	280.00	0.00	1,695.00
94	Total PERSONNEL EXPENSES	\$ 4,007.00	\$ 8,830.00	\$ 24,025.00	\$ 23,685.00	\$ 18,975.00	\$ 21,385.00	\$ 4,067.00	\$ 30,454.00	\$ 24,570.00	\$ 4,007.00	\$ 15,136.00	\$ 19,983.00	#####
95	Total Expenses	\$ 7,283.00	\$ 13,306.00	\$ 35,826.00	\$ 41,111.00	\$ 24,051.00	\$ 28,286.00	\$ 5,793.00	\$ 39,615.00	\$ 33,316.00	\$ 7,928.00	\$ 22,857.00	\$ 26,237.00	#####
96	Net Operating Income	\$ 5,159.00	\$ 251.00	\$ 7,184.00	\$ 27,375.00	\$ 1,823.00	\$ 8,829.00	\$ 3,236.00	#####	\$ 3,575.00	\$ 2,686.00	\$ 6,433.00	\$ 876.00	\$ 8,617.00
97	Net Income	\$ 5,159.00	\$ 251.00	\$ 7,184.00	\$ 27,375.00	\$ 1,823.00	\$ 8,829.00	\$ 3,236.00	#####	\$ 3,575.00	\$ 2,686.00	\$ 6,433.00	\$ 876.00	\$ 8,617.00
98														
99														
100														
101														

A	B	C	D	E	F
LaPorte County Symphony Orchestra, Inc.					
Budget Overview: LCSO - FY09 P&L Classes					
August 2008 - July 2009					
	Aug - Oct, 2008	Nov 2008 - Jan 2009	Feb - Apr, 2009	May - Jul, 2009	Total
6 (01) January Community Festival Concert	0.00	-7,737.00	0.00	0.00	-7,737.00
7 (03) March Classic Concert	0.00	0.00	-10,907.00	0.00	-10,907.00
8 (03) Portage Classic Contracted Concert	0.00	0.00	1,375.00	0.00	1,375.00
9 (04) April Pops Concert	0.00	0.00	-622.00	0.00	-622.00
10 (06) Hoosier Star Benefit	-850.00	1,150.00	6,750.00	2,670.00	9,720.00
11 (07) La Porte Fair Grounds Contracted Concert	0.00	0.00	0.00	0.00	0.00
12 (07) Michigan City Summer Contracted Concert	0.00	0.00	0.00	450.00	450.00
13 (07) Valparaiso July 4th Contracted Concert	0.00	0.00	0.00	875.00	875.00
14 (09) September Sand Creek Contracted Concert	3,600.00	0.00	0.00	0.00	3,600.00
15 (10) October Children's Concert	-1,175.00	0.00	0.00	0.00	-1,175.00
16 (11) Gala Benefit	0.00	42,400.00	0.00	0.00	42,400.00
17 (11) November Pops Classic	0.00	-10,062.00	0.00	0.00	-10,062.00
18 (12) December LHF Contracted Concert	0.00	4,165.00	0.00	0.00	4,165.00
19 (13) Fixed and Admin Non-Concert Related	-13,887.00	-9,514.00	-9,122.00	-8,967.00	-41,490.00
20 (14) Friends of the Symphony	220.00	171.00	241.00	159.00	791.00
21 (15) Young Artist Competition	0.00	-200.00	0.00	200.00	0.00
22 TOTAL	-\$ 12,092.00 \$	20,373.00 -\$	12,285.00 -\$	4,613.00 -\$	8,617.00
23					
24					
25					
26	Wednesday, Feb 20, 2008 09:22:46 AM GMT-6 - Accrual Basis				



35 YEARS OF MUSIC

Philip Bauman
Music Director
Conductor

Cheryl Ferguson
Executive Director

Marcia Morris
President

Executive Director Report – February 20, 2008

Marketing:

Ads in: The Beacher, Herald Argus, News Dispatch for:
Community Festival, Chamber, Gala, Young Artist Comp., March
Classic

Articles in: The Beacher, Herald Argus, News Dispatch, for:
Community Festival, Chamber, Gala, March Classic

Article in: The Times for:
Community Festival

TV Interview: Lakeshore Public Television for: March Classic and
Gala

Poster Distribution For:
Community Festival, March Classic

Committees:

Bi-Laws
Fund Development
Gala
Hoosier Star

Meetings:

Arts Chamber Luncheon – Munster
Indiana Orchestra Consortium - Indianapolis

Office Updates:

Working on updating data files through QuickBooks – after Gala will
be securing volunteers to expedite
Developed a new financial form for bookkeeper to improve
financial data entry

Fundraisers: Barnes and Noble and Gallery of Trees

Upcoming Fundraisers:

March 1, 2008, 35th Anniversary Benefit Dinner and Concert

Upcoming Events:

March 1, 2008- Classic Concert and Benefit Dinner
March 16 & 16, 2008-Hoosier Star Auditions
April 19, 2008-Pops Concert, "That's Entertainment"
June 21, 2008-Hoosier Star

Tasks Ahead:

Grant writing
Marketing Committee will meet to market the April Concert and begin
working on next season
Nominating Committee to work on securing additional board members

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