

# La Porte County Symphony Orchestra

## Board Meeting

September 13, 2006 6:30 PM at Symphony Center & Gallery 614 Lincolnway

Members present: Marcia Morris, Phil Bauman, Cheryl Ferguson, Tonya McGue, Leigh Morris, Sheryl Edwards, Ray Grivetti, John Spiggle, Kevin LeCavalier, Elizabeth Dekker, John Cannon, Jerry Huddleston, Joe Goepfrich, Kathleen Lang, V. Michael Drayton, Lee Rardin, Jo Fran Bendix, Meg Rodgers, Christine Ward

**Marcia Morris (Board President)** – Opened meeting 6:35 PM.

Minutes approved from July 2006 annual meeting. Motion: Sheryl Edwards/2<sup>nd</sup>: Jerry Huddleston - minutes approved.

### President's Report

- Cheryl Ferguson – new Executive Director is announced and introduced. Cheryl will begin Sept. 18, 2006
- Upcoming speaking dates: Sept. 19, 20. Reg. Arts Summit to accept grant from South Shore Arts – Sept. 29.
- Gift shop – obtaining sales counter, retail lic., credit card machine, new tentative Ph# 362-9020
- Educational grant written by Diana Ford was declined.
- Proposed conservatory collaboration with Jim Roselli was declined.

### Financial Report (Board Treasurer-Joe Goepfrich)

- Please see attached hand-out.
- August 2006 reports are not currently available.
- Noted that annual Unity Foundation (endowment account) statements come out in March. 5% of net annual earnings are applied to the endowment fund.
- Leigh Morris requested a footnote on the balance sheet that reflects the endowment balance.

### Musical Director's Report (Phil Bauman)

- Commented on the great Summer Concert Series!
- LCSO will not perform the "Nutcracker" for the NW Indiana Ballet, due to financial restraints on their behalf.
- Matt Nelson will be our "Chorus Master" for both the adult and children's choirs.
- Requested a liaison from the Board to the E.D. & facilitate getting info. Out into the community.
- 2006-07 Season – "Young Artist" winners will perform at the November and March concerts.
- "Artistic Committee" needs to meet soon to plan next year's season.
- Website – Phil needs text, bios, and photos submitted. Will call Joe Goepfrich for website assistance.

### Assistant Music Director's Report – none

### Executive Director's Report (Tonya McGue)

- Please see attached hand-out.
- Season ticket sales increased 53% between 2004-05 and 2005-06.
- Approved (unanimously) "Friends of the Symphony" fundraiser "Homes of Note" for 2007. Chairman TBA.

### Personnel/Operations Director's Report (Lee Rardin)

- Summer '06 contracts were sent and received. \$50 flat-fee per performance was paid to musicians.
- Logistics of Summer Concert Series went well. Purchased new speakers & microphones.
- 2006-07 Season contracts sent. Most have been returned. Noted: same group of musicians will comprise the LCSO, minimal date conflicts this year, set up/tear down help is in place, venues in place.
- Symphony Center & Gallery – will be on the "Heart of Art – Gallery & Artist Tour" October 14-15, 2006 - and this will be the first exhibit. Participating artists: Jo Fran Bendix, Merry Johnson, Bob Gilmore, Lee Rardin. LCCVB taped a public access T.V. segment of the SC&G (hosted by Lee Rardin) to be aired through October. 40% of sales from the SC&G will go back to the LCSO. Detailed artist's contracts will be required for participants at the SC&G. "Noteworthy Art" will be the subsequent show, featuring musicians, patrons, and "Friends".

### Public Relations (Christine Ward)

Included with the E.D.'s report.



### Committee Reports

- **Fund Development** (Leigh Morris) – letters to potential corporate sponsors have been mailed. Follow-up calls to be made by Sept. 29, 2006. Sponsorship levels denoted as follows:  
**Grand - \$10,000**  
**Platinum – 5,000**  
**Diamond - 3,000**  
**Gold - 1,000**  
**Silver - 500** \*Next Fund Dev. meeting Oct. 3 at 4 PM – Mayor’s office in La Porte –discuss endowments.
- **Children’s Concert** (Michael Drayton-Chairman) –**15<sup>th</sup> Annual** - Oct. 11, 2006 @ Civic Auditorium 9:30am, 11:10am, and 12:45pm. Admission \$1. Invitations sent several weeks ago, reservations are coming in. Michigan City schools may attend the 9:30am performance. Information packs/CD’s need to be sent.
- **Hoosier Star II** (Sheryl Edwards-Chairman) – The LCSO Board approved (unanimously) doing this benefit again. Committee plans to obtain \$15,000 from event sponsors. Obtain multiple individual sponsors. Tentative venue reservations at M.C. High School (seating cap. 980) and L.P. Civic Auditorium (seating cap. 1300) for June 23, 2007, including Tuesday, June 19 and Friday, June 22 rehearsal dates. Musicians and staff will be compensated. Dr. Charles Groves & Band will perform again.
- **Fall Benefit** (Elizabeth Dekker-Chairman) – “Mystery of the Missing Maestro” – Dinner/Auction/Mystery Whodunit - Oct. 28, 2006 @ Blue Chip Casino Grand Ballroom. Goal 200 patrons at \$75 per ticket. Tables of 8. Newcomb Printing doing 1700 invitations, plus posters, reply card/envelopes, tickets, program covers, information cards, thank-yous (all for \$700-800) to be sent Sept.22. Plans are coming together nicely.
- **Young Artist Competition** (Marcia Morris-Chairman) – Letters will be sent in Nov. 2006 to music instructors. Will set dates for auditions.

### Orchestra Representative Report (Jo Fran Bendix and Meg Rodgers)

None

### New Business – Introduce our 4 new LCSO Board Members

- John Spiggle
- Kevin LeCavalier
- Dan Rosen
- Shari Rosen

No other business.

### Dates to remember:

- October 11 – Children’s Concert
- October 13 – “Grand Opening” Symphony Center & Gallery (SC&G) 5 – 8 PM
- October 28 – Fall Benefit “Mystery of the Missing Maestro”
- **Next LCSO Board Meeting – November 8, 2006 - 6:30 @ SC&G**

Thank you,  
Christine Ward  
Secretary pro-tem

**La Porte County Symphony Orchestra  
Board Meeting Agenda  
Wednesday September 13, 2006**

1. Call to order
2. Review minutes of July meeting
3. President's report
4. Financial report
5. Music Director's report
6. Assistant Music Director's report
7. Executive Director report
8. Personnel /Operations Director's report
9. Public Relations
10. Committee reports –  
Fund Development, Children's Concert, Hoosier Star, Fall Benefit, Young Artist  
Competition and other committees as necessary
11. Orchestra Representative report
12. Old Business
13. New Business

**Next Meeting --- November 8, 2006**

**Dates to remember --- Grand Opening of Symphony Center and Gallery --- October 13, 2006  
Fall Benefit --- October 28, 2006**

	A	B
1	<b>LaPorte County Symphony Orchestra, Inc.</b>	
2	<b>Profit &amp; Loss by Class</b>	
3	<b>All Dates</b>	
4		
5		<b>Hoosier Star Benefit</b>
6	<b>Income</b>	
7	<b>ADMISSIONS INCOME</b>	
8	<b>Single Admissions</b>	
9	Hoosier Star Benefit	20.00
10	Audition Fee Hoosier Star Benefit	2,340.00
11	Tickets Hoosier Star Benefit	7,087.30
12	<b>Total Hoosier Star Benefit</b>	<b>\$ 9,447.30</b>
13	<b>Total Single Admissions</b>	<b>\$ 9,447.30</b>
14	<b>Total ADMISSIONS INCOME</b>	<b>\$ 9,447.30</b>
15	<b>CONTRIBUTIONS</b>	
16	Event Contribution	555.00
17	Sponsors	13,200.00
18	<b>Total CONTRIBUTIONS</b>	<b>\$ 13,755.00</b>
19	<b>OTHER REVENUE</b>	
20	<b>Food &amp; Beverage Sales</b>	
21	Hoosier Star Benefit	1,188.00
22	<b>Total Food &amp; Beverage Sales</b>	<b>\$ 1,188.00</b>
23	<b>Program Books</b>	
24	Hoosier Star Benefit Ad	1,050.00
25	<b>Total Program Books</b>	<b>\$ 1,050.00</b>
26	<b>Total OTHER REVENUE</b>	<b>\$ 2,238.00</b>
27	<b>Total Income</b>	<b>\$ 25,440.30</b>
28	<b>Expenses</b>	
29	<b>ADMINISTRATIVE EXPENSES</b>	
30	Advertising	2,725.80
31	Miscellaneous	200.00
32	Other Printing (tickets, bus card)	
33	Hoosier Star Benefit	623.81
34	<b>Total Other Printing (tickets, bus card)</b>	<b>\$ 623.81</b>
35	Supplies & Equipment	
36	Hoosier Idol Benefit	275.00
37	<b>Total Supplies &amp; Equipment</b>	<b>\$ 275.00</b>
38	<b>Total ADMINISTRATIVE EXPENSES</b>	<b>\$ 3,824.61</b>
39	<b>PERFORMANCE EXPENSES</b>	
40	CD Recording	240.00
41	Food & Beverage	
42	Hoosier Star Benefit	1,000.52
43	<b>Total Food &amp; Beverage</b>	<b>\$ 1,000.52</b>
44	Moving Truck Rental	60.35
45	Music Rental/Purchases	
46	Hoosier Star Benefit	2,329.65
47	<b>Total Music Rental/Purchases</b>	<b>\$ 2,329.65</b>
48	Other	
49	Hoosier Star Benefit	2,190.58
50	<b>Total Other</b>	<b>\$ 2,190.58</b>

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	A	B
1	<b>LaPorte County Symphony Orchestra, Inc.</b>	
2	<b>Profit &amp; Loss by Class</b>	
3	<b>All Dates</b>	
4		
5		<b>Hoosier Star Benefit</b>
51	Security	150.00
52	Sound	1,550.00
53	Space Rental (includes lights)	
54	Hoosier Star Benefit	1,882.75
55	Total Space Rental (includes lights)	\$ 1,882.75
56	Total PERFORMANCE EXPENSES	\$ 9,403.85
57	<b>PERSONNEL EXPENSES</b>	
58	Administrative Assistant	645.00
59	Guest Artists	
60	Hoosier Star Benefit	300.00
61	Total Guest Artists	\$ 300.00
62	Operations Manager	200.00
63	Other	550.00
64	Personnel Manager	200.00
65	Total PERSONNEL EXPENSES	\$ 1,895.00
66	Total Expenses	\$ 15,123.46
67	Net Operating Income	\$ 10,316.84
68	Net Income	\$ 10,316.84

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**LaPorte County Symphony Orchestra, Inc.**

**Balance Sheet**

As of July 31, 2006

	Total
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Bank Accounts</b>	
Certificate of Deposit	0.00
General Checking Account	1,393.15
Hiler Foundation Grant	0.00
Hiler Foundation Grant (deleted)	0.00
Hiler Foundation Grant (deleted-1)	0.00
Horizon Checking Account	0.00
Horizon Savings	0.00
Money Market Account	30,807.91
<b>Total Bank Accounts</b>	\$ 32,201.06
<b>Accounts Receivable</b>	
Accounts Receivable	0.00
<b>Total Accounts Receivable</b>	\$ 0.00
<b>Total Current Assets</b>	\$ 32,201.06
<b>Fixed Assets</b>	
<b>Orchestra Equipment</b>	
Depreciation	-543.00
Original Cost	5,418.76
<b>Total Orchestra Equipment</b>	\$ 4,875.76
<b>Total Fixed Assets</b>	\$ 4,875.76
<b>TOTAL ASSETS</b>	\$ 37,076.82
<b>LIABILITIES AND EQUITY</b>	
<b>Liabilities</b>	
<b>Total Liabilities</b>	
<b>Equity</b>	
Opening Bal Equity	0.00
Retained Earnings	29,966.65
Net Income	7,110.17
<b>Total Equity</b>	\$ 37,076.82
<b>TOTAL LIABILITIES AND EQUITY</b>	\$ 37,076.82

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**LAPORTE COUNTY SYMPNY ORCHESTRA  
STATEMENT OF REVENUE AND EXPENSES FOR 2005-2006**

	A	B	C	D	E
1					
2	<b>OPERATING INCOME</b>				
3					
4	<b>ADMISSIONS INCOME</b>	<b>Total Actual</b>	<b>Total Budgeted</b>		<b>Actual as</b>
5	Conductor's Circle (\$67.5x70)	<b>8/1/05 to 7/31/06</b>	<b>8/1/05 to 7/31/06</b>	<b>\$ Variance</b>	<b>% of Budget</b>
6	Adult Season (\$47.5X107)	-	4,722.00	(4,722.00)	0%
7	Senior Season	6,054.18	5,100.00	954.18	119%
8	Family Season (\$100X12)	4,840.00	-	4,840.00	
9	Student (\$15X20)	-	1,800.00	(1,800.00)	0%
10	Single Admissions	-	300.00	(300.00)	0%
11	Young Artist Competition	41,792.55	29,053.00	12,739.55	144%
12	Friends of the Symphony	120.00	500.00	(380.00)	24%
13	<b>TOTAL ADMISSIONS</b>	4,626.00	400.00	4,226.00	1157%
14		57,432.73	41,875.00	15,557.73	137%
15	<b>CONTRIBUTIONS</b>				
16	Board of Directors				
17	Patron of the Symphony (\$99 and below)	1,756.73	2,600.00	(843.27)	68%
18	Contributing Member (\$100-249)	2,393.91	2,574.00	(180.09)	93%
19	Supporting Member (\$250-999)	4,935.00	2,000.00	2,935.00	247%
20	Concert Master (\$1,000-2,999)	4,143.45	1,400.00	2,743.45	296%
21	Event Contribution	3,000.00	2,000.00	1,000.00	150%
22	Sponsors	1,865.00	4,300.00	(2,435.00)	43%
23	<b>TOTAL CONTRIBUTIONS</b>	45,874.05	12,500.00	33,374.05	367%
24		63,968.14	27,374.00	36,594.14	234%
25	<b>CONTRACTED SERVICES</b>				
26		17,675.00	34,625.00	(16,950.00)	51%
27	<b>GRANTS/FOUNDATION SUPPORT</b>				
28	Robert J Hiler Family Foundation				
29	Unity Foundation	12,000.00	10,000.00	2,000.00	120%
30	Michigan City Com Enrichment	2,500.00	2,000.00	500.00	125%
31	Matthew Frank Moore Foundation	10,000.00	10,000.00	-	100%
32	Horizon Grant	2,500.00	1,500.00	1,000.00	167%
33	Northern Indiana Arts Assn.	-	3,000.00	(3,000.00)	0%
34	Education Grants	4,389.00	5,400.00	(1,011.00)	81%
35	<b>TOTAL GRANTS</b>	-	5,000.00	(5,000.00)	0%
36		31,389.00	36,900.00	(5,511.00)	85%
37	<b>OTHER REVENUE</b>				
38	Program books	10,075.00	9,600.00	475.00	105%
39	Merchandise Sales	2,024.36	480.00	1,544.36	422%
40	Interest Income	851.28	96.00	755.28	887%
41	Miscellaneous	1,783.77	-	1,783.77	
42	Pay Pal	0.43	-	0.43	
43	Food & Beverage Sales	3,168.20	3,600.00	(431.80)	88%
44	Barnes & Noble Fundraiser	567.41	-	567.41	
45	Auctions	16,855.00	13,000.00	3,855.00	130%
46	Kesling Middle School Sale	1,025.85	1,500.00	(474.15)	68%
47	Noteworthy Sponsor	-	1,000.00	(1,000.00)	0%
48	<b>TOTAL OTHER</b>	36,351.30	29,276.00	7,075.30	124%
49					
50	<b>SUBTOTAL CASH INCOME</b>	206,816.17	170,050.00	36,766.17	122%
51					
52	<b>IN-KIND</b>				
53	Advertising	3,000.00	3,000.00	-	100%
54	Office Rent & Utilities	6,000.00	11,000.00	(5,000.00)	55%
55	Website	3,125.00	3,400.00	(275.00)	92%
56	Arbor Hill Inn	1,750.00	1,650.00	100.00	106%
57	Travel/Transportation	-	900.00	(900.00)	0%
58	Services	-	-	-	
59	<b>TOTAL IN-KIND INCOME</b>	13,875.00	19,950.00	(6,075.00)	70%
60					
61	<b>TOTAL OPERATING INCOME</b>	220,691.17	190,000.00	30,691.17	116%

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**LAPORTE COUNTY SYMPNY ORCHESTRA  
STATEMENT OF REVENUE AND EXPENSES FOR 2005-2006**

	A	B	C	D	E
1					
62	<b>OPERATING EXPENSES</b>	<b>Total Actual</b>	<b>Total Budgeted</b>		<b>Actual as</b>
63		<b>8/1/05 to 7/31/06</b>	<b>8/1/05 to 7/31/06</b>	<b>\$ Variance</b>	<b>% of Budget</b>
64	<b>PERSONNEL EXPENSES</b>				
65	Orchestra members	58,647.20	60,429.00	(1,781.80)	97%
66	Conductor's Salary	24,500.00	26,750.00	(2,250.00)	92%
67	Executive Director	9,038.57	10,000.00	(961.43)	90%
68	Administrative Assistant	5,735.00	-	5,735.00	
69	Librarian	2,525.00	2,000.00	525.00	126%
70	Personnel Manager	2,734.45	2,000.00	734.45	137%
71	Business Manager	2,785.00	5,700.00	(2,915.00)	49%
72	Operations Manager	2,480.95	2,000.00	480.95	124%
73	Operations Assistants/Stage Manager	2,505.00	1,800.00	705.00	139%
74	Education Teacher		1,200.00	(1,200.00)	0%
75	Guest Artists	10,200.00	10,250.00	(50.00)	100%
76	Program Annotator	200.00	300.00	(100.00)	67%
77	Musician School Visits		2,400.00	(2,400.00)	0%
78	Travel/Transportation	2,590.00	3,500.00	(910.00)	74%
79	Other	650.00	1,550.00	(900.00)	42%
80	<b>TOTAL PERSONNEL</b>	<b>124,591.17</b>	<b>129,879.00</b>	<b>(5,287.83)</b>	<b>96%</b>
81					
82	<b>PERFORMANCE EXPENSES</b>				
83	Space Rental (includes lights)	8,986.70	7,175.00	1,811.70	125%
84	Sound	5,195.00	3,500.00	1,695.00	148%
85	CD Recording	1,415.00	700.00	715.00	202%
86	Music Rental/Purchases	9,913.50	5,500.00	4,413.50	180%
87	Licensing fees	941.14	609.00	332.14	155%
88	Food & Beverage	6,979.84	6,150.00	829.84	113%
89	Decorations	627.10	955.00	(327.90)	66%
90	Moving Truck Rental	387.48	540.00	(152.52)	72%
91	Security	525.00	475.00	50.00	111%
92	Piano Tuning	314.00	900.00	(586.00)	35%
93	Other	4,371.84	640.00	3,731.84	683%
94	<b>TOTAL PERFORMANCE</b>	<b>39,656.60</b>	<b>27,144.00</b>	<b>12,512.60</b>	<b>146%</b>
95					
96	<b>ADMINISTRATIVE EXPENSES</b>				
97	Program books	4,102.45	4,147.00	(44.55)	99%
98	Postage	3,219.40	1,250.00	1,969.40	258%
99	Advertising	11,167.00	5,900.00	5,267.00	189%
100	Noteworthy Newsletter	391.00	900.00	(509.00)	43%
101	Invitations	475.60	400.00	75.60	119%
102	Annual Fund Drive brochure	700.85	335.00	365.85	209%
103	Season Flyer	861.21	900.00	(38.79)	96%
104	Concert Promotional Materials	1,480.85	150.00	1,330.85	987%
105	School Education promotions		300.00	(300.00)	0%
106	Other Printing (tickets, bus card)	2,796.42	60.00	2,736.42	4661%
107	Memberships - Chambers	414.00	335.00	79.00	124%
108	School Education materials		500.00	(500.00)	0%
109	Supplies & equipment	4,928.08	550.00	4,378.08	896%
110	Insurance	940.00	600.00	340.00	157%
111	Telephone	816.94	600.00	216.94	136%
112	Bank Service Charges	231.78	-	231.78	
113	Credit Card fee	209.64	200.00	9.64	105%
114	Office Rent & Utilities	6,261.07	11,000.00	(4,738.93)	57%
115	Accounting	500.00	400.00	100.00	125%
116	Young Artist Competition	371.10	500.00	(128.90)	74%
117	Website	3,731.00	3,400.00	331.00	110%
118	Miscellaneous	1,826.34	550.00	1,276.34	332%
119	<b>TOTAL ADMINISTRATIVE</b>	<b>45,424.73</b>	<b>32,977.00</b>	<b>12,447.73</b>	<b>138%</b>
120					
121	<b>FRIENDS OF THE SYMPHY EXPENSES</b>				
122	Luncheons	3,908.50	-	3,908.50	
123	<b>TOTAL FRIENDS OF THE SYMPHY</b>	<b>3,908.50</b>	<b>-</b>	<b>3,908.50</b>	
124					
125	<b>TOTAL OPERATING EXPENSES</b>	<b>213,581.00</b>	<b>190,000.00</b>	<b>23,581.00</b>	<b>112%</b>
126					
127	<b>INCOME LESS EXPENSES</b>	<b>7,110.17</b>	<b>-</b>	<b>7,110.17</b>	

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	A	B
1	<b>LaPorte County Symphony Orchestra, Inc.</b>	
2	<b>Profit &amp; Loss by Class</b>	
3	<b>All Dates</b>	
4		
5		<b>April Pops Concert</b>
6	Income	
7	<b>ADMISSIONS INCOME</b>	
8	Adult Season	1,093.03
9	Senior Season	998.70
10	Single Admissions	
11	April Pops Concert	12,055.92
12	Total Single Admissions	\$ 12,055.92
13	Total ADMISSIONS INCOME	\$ 14,147.65
14	<b>CONTRIBUTIONS</b>	
15	Board of Directors	292.73
16	Concert Master	899.95
17	Contributing Member	1,267.05
18	Patron of the Symphony	562.36
19	Sponsors	3,200.00
20	Supporting Member	890.55
21	Total CONTRIBUTIONS	\$ 7,112.64
22	<b>GRANTS/FOUNDATION SUPPORT</b>	
23	Northern Indiana Arts Assn.	731.50
24	Robert J. Hiler Family Foundation	12,000.00
25	Unity Foundation	416.65
26	Total GRANTS/FOUNDATION SUPPORT	\$ 13,148.15
27	<b>OTHER REVENUE</b>	
28	Auctions	3,200.00
29	Food & Beverage Sales	
30	April Pops Concert	1,562.00
31	Total Food & Beverage Sales	\$ 1,562.00
32	Miscellaneous	120.00
33	Program Books	
34	'Happy' Ad	20.00
35	1/2 Page Ad	450.20
36	1/4 Page Ad	651.30
37	Full Page Ad	300.00
38	Premium Page Ad	133.30
39	Total Program Books	\$ 1,554.80
40	Total OTHER REVENUE	\$ 6,436.80
41	Total Income	\$ 40,845.24
42	Expenses	
43	<b>ADMINISTRATIVE EXPENSES</b>	
44	Advertising	1,281.76
45	Concert Promotional Materials	1,199.00
46	Noteworthy Newsletter	65.15
47	Other Printing (tickets, bus card)	
48	April Pops Concert	165.32
49	Tickets	115.34
50	Total Other Printing (tickets, bus card)	\$ 280.66
51	Program Books	1,751.00
52	Season Flyer	143.51
53	Supplies & Equipment	
54	April Pops Concert	743.19
55	Total Supplies & Equipment	\$ 743.19
56	Total ADMINISTRATIVE EXPENSES	\$ 5,464.27

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	A	B
1	<b>LaPorte County Symphony Orchestra, Inc.</b>	
2	<b>Profit &amp; Loss by Class</b>	
3	All Dates	
4		
5		April Pops Concert
57	<b>PERFORMANCE EXPENSES</b>	
58	Decorations	
59	April Pops Concert	466.13
60	<b>Total Decorations</b>	<b>\$ 466.13</b>
61	Food & Beverage	
62	April Pops Concert	120.00
63	<b>Total Food &amp; Beverage</b>	<b>\$ 120.00</b>
64	Moving Truck Rental	
65	April Pops Concert	75.42
66	<b>Total Moving Truck Rental</b>	<b>\$ 75.42</b>
67	Music Rental/Purchases	
68	April Pops Concert	2,425.74
69	<b>Total Music Rental/Purchases</b>	<b>\$ 2,425.74</b>
70	Other	
71	April Pops Concert	1,139.27
72	<b>Total Other</b>	<b>\$ 1,139.27</b>
73	Piano Tuning	
74	April Pops Concert	89.00
75	<b>Total Piano Tuning</b>	<b>\$ 89.00</b>
76	Security	
77	April Pops Concert	125.00
78	<b>Total Security</b>	<b>\$ 125.00</b>
79	Sound	
80	April Pops Concert	800.00
81	<b>Total Sound</b>	<b>\$ 800.00</b>
82	Space Rental (includes lights)	
83	April Pops Concert	2,183.50
84	<b>Total Space Rental (includes lights)</b>	<b>\$ 2,183.50</b>
85	<b>Total PERFORMANCE EXPENSES</b>	<b>\$ 7,424.06</b>
86	<b>PERSONNEL EXPENSES</b>	
87	Administrative Assistant	1,415.00
88	Business Manager	450.00
89	Conductor's Salary	3,499.75
90	Executive Director	1,506.27
91	Librarian	
92	April Pops Concert	250.00
93	<b>Total Librarian</b>	<b>\$ 250.00</b>
94	Operations Assistants	200.00
95	Operations Manager	200.00
96	Orchestra Members	
97	April Pops Concert	7,681.40
98	<b>Total Orchestra Members</b>	<b>\$ 7,681.40</b>
99	Personnel Manager	734.45
100	<b>Total PERSONNEL EXPENSES</b>	<b>\$ 15,936.87</b>
101	<b>Total Expenses</b>	<b>\$ 28,825.20</b>
102	<b>Net Operating Income</b>	<b>\$ 12,020.04</b>
103	<b>Net Income</b>	<b>\$ 12,020.04</b>

(10)



# HOMES OF NOTE DINNER PARTIES

**Philip Bauman**  
*Music Director/Conductor*

**2006-07  
BOARD OF DIRECTORS**

**Marcia Morris**  
*President*

**Ted Taylor**  
*Vice President*

**Andrea Taylor**  
*Secretary*

**Joseph Goepfrich**  
*Treasurer*

John Cannon

Elizabeth Dekker

V. Michael Drayton

Sheryl Edwards

Raymond Grivetti

Jerry Huddleston

Kathleen Lang

Kevin LeCavalier

Mayor Leigh Morris

Stephanie Oberlie

John Spiggle

Dan Rosen

Shari Rosen

**Tonya McGue**  
*Executive Director*

**Charles Steck**  
*Associate Conductor*

**Lee Rardin**  
*Personnel & Operations  
Manager*

**Jill Frye**  
*Business Manager*

**Christine Ward**  
*Promotions*

**Pam McNeal-Laue**  
*Music Librarian*

**Jo Fran Bendix**  
**Meg Rodgers**  
*Orchestra Representatives*

P.O. Box 563  
LaPorte, IN 46352  
219-325-0666  
info@lcsos.net  
www.lcsos.net

**Homes of Note Dinner Parties** will present the most exclusive and magnificent private homes in our region featuring world class art collections, exquisite furnishings, stunning views and lush gardens. Each dinner party will feature a private recital by a La Porte County Symphony Orchestra musician(s). The cost will be \$100 per person and include a tour of the home and property, buffet or seated dinner, recital and an opportunity to make new friends at a unique dinner party. The proceeds will benefit the orchestra's Annual Fund which enables LCSO to present La Porte County and the region with the finest in classical, pop, chamber, children's and family concerts.

**Five Homes of Note Dinner Parties** will be presented during the spring, summer & fall of 2007. Each party will be limited to the first 30 guests who make a reservation. We are asking the hosts to generously underwrite each party. We anticipate hosts will want to invite many of their friends which will result in new Symphony supporters, people we likely haven't reached yet.

## Income

\$4,000	Harbour Trust & Investment Management Sponsorship to cover expenses for \$1,000 advertising, \$1,000 stipend for musicians, \$2,000 invitations, postage & miscellaneous
\$15,000	30 people X \$100 = \$3,000 per party X 5 parties
\$19,000	Net Income

## A Few Possible Homes

Jim & Nancy Dworkin Sand Creek designer home  
Lakeshore Drive mansion (Symphony supporters)  
La Porte Indiana Ave or Michigan Ave home (Gorecki or Krieg)  
Oprah's former estate  
Dee Mosier's estate  
Timber Ridge designer home (Ellis, Thordarson)

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**La Porte County Symphony Orchestra**  
**September 2006 Executive Director Report**  
 Submitted by Tonya McGue & Christine Ward

**FUND DEVELOPMENT**

- 1) Applied for **grants** (see below for details)
- 2) Wrote, designed and mailed 1,600 annual **fund drive letters** with remittance envelopes (8/25/06)
- 3) Wrote, designed and mailed 45 **corporate sponsor letters** & forms (9/7/06)
- 4) Designed new advertising contract form, provided program book guidance and assistance for Board member Shari Rosen, who is renewing and selling the ads for the annual **Program Book**
- 5) Designed, co-wrote and distributed auction letter and auction donation form. Provided assistance and attended several meetings for the **October Mystery of the Missing Maestro event** with chair Elizabeth Dekker & auction chair Marti Swanson
- 6) Hosted follow-up party and meeting for the **Hoosier Star** committee
- 7) Called and/or met with last year's **major sponsors** to secure renewal of concert and other sponsorships (see below)
- 8) Scheduled **Barnes & Noble fundraising day** (12/2) & printed coupons
- 9) Began formulating ideas for a possible **Homes of Note Dinner Parties** fundraising project

**Applied for the following grants for 2006-07 season:**

1) South Shore Arts (formerly NIAA)	Awarded \$ 5,750
2) Barker Welfare Foundation	Awarded \$ 5,000
3) Matthew Frank Moore Foundation	Awarded \$ 3,000
4) Unity Foundation	Applied for \$ 3,000
5) Michigan City Community Enrichment Corp.	Applied for \$27,000
6) Horizon Bank	Due Sept. 30, 2006

**Received the following other large donations and sponsorships so far:**

**SEASON – Donations \$500 & Over**

Bob & Trudy Hull	\$1,000
Tri Kappa	\$ 850
Ivy Tech (sponsorship of season tickets)	\$ 500
Dr. Peter & Charlene Kesling	\$ 500
<b>TOTAL</b>	<b>\$2,850</b>

**SEASON – Total other donations \$4,181**

**AUGUST SUMMER CONCERT**

Screw Machine Products/Terry & Fran Jones	\$2,000
Bob & Trudy Hull	\$1,000

<u>Edgar &amp; Yvonne Lindborg</u>	\$ 500
TOTAL	\$3,500

**OCTOBER CHILDREN'S CONCERT**

MC Community Enrichment Grant	\$2,000
La Porte Savings Bank	\$2,000
V. Michael Drayton	\$1,000
Hester J.W. Muller	\$1,000
General Insurance Services	\$1,000
Linda Sirugo	\$ 700
<u>Hawk Enterprises</u>	\$ 500
TOTAL	\$8,200

**OCTOBER BENEFIT DINNER AUCTION**

Newcomb Printing In-Kind Printing Donation	\$2,500
NIPSCO	\$1,000
Dekker Vacuum	\$1,000
Newby, Lewis, Kaminski & Jones	\$ 250
<u>Centier Bank</u>	\$ 250
TOTAL CASH	\$2,500

**NOVEMBER POPS CLASSIC**

Wells Fargo	\$1,000
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**FEBRUARY FAMILY CONCERT**

Shirley Lubeznik & Family	\$10,000
Barker Welfare Foundation	\$ 5,000
<u>Matthew Frank Moore Foundation</u>	\$ 3,000
TOTAL SPONSORSHIPS & GRANTS	\$18,000

**MARCH CLASS CONCERT**

National City Bank	\$1,000
<u>Edgar &amp; Yvonne Lindborg</u>	\$ 500
TOTAL	\$1,500

**APRIL POPS CONCERT**

Herald-Argus (free advertising)	\$ 3,000
Robert J. Hiler Family Foundation	\$12,000
<u>Wells Fargo</u>	\$ 1,000
TOTAL CASH	\$13,000

**MEMBERSHIP, MARKETING & PUBLIC RELATIONS**

- 1) Designed & getting ready to mail season ticket brochure
- 2) Mailed the following press releases
  - a. Annual Meeting/Season
  - b. Michigan City Summer Concert
  - c. Fox Park Summer Concert
  - d. Friends of Symphony September Meeting

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- 3) Completed forms to be on **La Porte County Visitor's and Conventions Bureau** marketing materials and calendars
- 4) Was interviewed by **SHORE Magazine** reporter and highlighted in story about area orchestras
- 5) Sent several mass emails regarding Friends of the Symphony, advertising, etc.
- 6) Hosted **pre-concert reception** for the Washington Park Concert
- 7) Attended **community meetings/luncheons** for La Porte County Women in Management, La Porte County Visitors & Conventions Bureau, Lubeznik Center for the Arts, Michigan City Chamber Marketing Committee
- 8) Marcia to be guest speaker at Sept. Valparaiso **Kiwanis Club meeting** (9/20)
- 9) Designed season advertisement (space donated by John Klipstine) for Valparaiso **Kiwanis Club newsletter**

#### **FRIENDS OF THE SYMPHONY**

- 1) Planned September meeting – scheduled guest speaker, entertainment, food, site
- 2) Designed & mailed invitations (383)
- 3) Maintain database of over 100 members, coordinate volunteers for mailings & tasks
- 4) Wrote & designed newsletter for September meeting

#### **ADMINISTRATION**

- 1) Secured renewal of \$10 **gift certificates** for Enzo's and Eat at Moe's and \$25 for Cannon's
- 2) Designed and printed **season tickets**, individual concert tickets & three accompanying gift certificates. Began mailing season tickets.
- 3) Sent **thank you letters** for all donations
- 4) Coordinated, promoted and worked at two outdoor **Library Summer Concerts**
- 5) Field all **mail and phone calls**
- 6) Coordinated administrative and promotions of **MC & La Porte Summer Concerts**
- 7) **Transition meetings** with Cheryl Ferguson, new executive director
- 8) Maintain **all databases** for donors, sponsors, ticket holders & Friends
- 9) Updated LCSO **Committee list** for 2006-07 season
- 10) Organize musician groups to perform at various events, meetings & benefits

#### **Symphony Center & Gallery**

- 1) Daily contact and coordination of remodeling project (painting inside & out, new outdoor sign, new carpet, hardwood floors & tile, new bathroom, new drywall, new kitchenette)
- 2) Supervised moving of items from old building to new building (sold old building)
- 3) Unpacked, moved furniture and supplies, cleaned, scrubbed, bought new furniture, assembled furniture, cleaned some more
- 4) Transferred utilities to new site.
- 5) Changed phone number to 362-9020 (not guaranteed number until 9/14)

#### **Meetings since last report**

- 1) Friends of the Symphony Meetings (Wrote minutes)
- 2) Fund Development Committee Meetings (Wrote minutes)
- 3) Mystery of the Missing Maestro Committee Meetings (Wrote minutes)
- 4) Annual Fund Drive Mailing
- 5) Season Flyer Mailing
- 6) Weekly finance meetings with Jill Frye
- 7) Weekly or bi-weekly administrative staff meetings

#### **Other**

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- 1) Weekly reports of donations to Marcia for thank you letters
- 2) Fielded calls asking for musical groups for weddings & events
- 3) Gave complimentary tickets to charitable & other events for auction items and giveaways  
- Lubeznik Center, Visitors Bureau, CASA, YMCA Golf Outing

## SEPTEMBER & OCTOBER PRIORITIES

- 1) Keep tracking annual **fund drive donations**
- 2) Obtain additional **concert sponsors**
- 3) Apply for **Horizon Cares Grant** (due 9/30/06)
- 4) Mail 2006-07 **season ticket brochure** & fulfill orders as they arrive
- 5) Schedule **Concert Committee** meetings & begin planning and work on all concerts
- 6) **Children's Concert** press release, assist Mike & Phil with Children's Concert printed materials & where needed
- 7) **November Concert** press release, advertisements, European Market
- 8) **La Porte Savings Bank** marquee schedule for Oct & Nov concerts
- 9) **Courthouse sign** ask Dave Russell to do, confirm weeks reserved
- 10) **Mystery of the Missing Maestro** personal invitations out, press release, advertisements, planning assistance, auction assistance, program book assistance
- 11) **Program Book** finalize advertisers, layout/design, letters from Marcia, Leigh, Chuck, Phil, other text pages, schedule printing
- 12) **Friends of the Symphony September Meeting**
- 13) Send **new Executive Director** announcement press release
- 14) Hire someone to do **audit or review** of 2005-06 season financials

*PRESS RELEASE Oct. 13 (14-15)*

## UPCOMING EVENTS

### SEPTEMBER

- 26** Friends of the Symphony Luncheon Meeting at MC Yacht Club  
(Guest speaker - Mike Drayton, Guest Artist - Stan Shepard)

### OCTOBER

- 6** "Friends Happy Ads" and Advertising deadline for Program Book  
**11** Children's Concert  
**13** Symphony Center & Gallery Grand Opening (5-8 PM)  
**14-15** Heart of Art Tour at Symphony Center & Gallery (11 AM - 5 PM)  
**17** La Porte Chamber After Hours at Symphony Center (4:30-6:30 PM)  
**28** Mystery of the Missing Maestro at Blue Chip Casino Grand Ballroom

### NOVEMBER

- 10** Friends of the Symphony Luncheon Meeting  
**18** A Tribute to Mozart Pops Classic Concert

### DECEMBER

- 2** Barnes & Noble Fundraiser  
**9** Holiday at the Pops Concert

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# LCSO 2006-07 COMMITTEES

## **EXECUTIVE**

*Review, develop & oversee budget & strategic plan, make major operational decisions as needed. Meet two times a year and as needed.*

Marcia Morris, President  
Ted Taylor, Vice President  
Joe Goepfrich, Treasurer  
Andrea Taylor, Secretary  
Mike Drayton, Immediate Past President  
Cheryl Ferguson  
Leigh Morris, Appointed member

## **FINANCE**

*Review, develop & oversee budget. Work with Executive Committee to finalize each season's budget and make important financial decisions. Meet two times a year and as needed.*

Joe Goepfrich, Treasurer – Chair  
Stephanie Oberlie  
Dan Rosen  
John Spiggle  
Cheryl Ferguson

## **ARTISTIC COMMITTEE**

*Decides season concerts. Meet 2-3 times a year.*

Phil Bauman, Chair  
JoFran Bendix  
Ray Grivetti  
Lee Rardin  
Meg Rodgers  
Stan Shepard  
Chuck Steck  
Nathan Voges  
Cheryl Ferguson

## **BOARD DEVELOPMENT**

*Nominate officers and new board members. Meet two times a year.*

Jerry Huddleston, Chair  
Kathleen Lang  
Kevin LeCavalier  
Cheryl Ferguson  
Stephanie Oberlie

## **CHILDREN'S CONCERT**

*Administrate and organize events leading up to, during and after each concert. One meeting.*

Mike Drayton, Chair  
Philip Bauman  
Pam Bush  
Cheryl Ferguson  
Marcia Morris

## **CONCERT**

*Administrate and organize events leading up to, during and after each concert. Meet at least 6 times a year.*

Cheryl Ferguson, Chair  
Liz Bernel  
Kathy Callan  
John Cannon  
Davelle DeMarco  
Nancy Dworkin  
Sheryl Edwards  
Dalia Goodman  
Ray Grivetti  
Mary Kelley  
Ann Toepel Klipstine  
Andrea Taylor  
Christine Ward  
Georgia Whitted

## **EVENTS**

*Develop, organize and oversee two events each season. Meet at least six times a year.*

### Mystery of the Missing Maestro – Oct. 28, 2006

Elizabeth Dekker, Event Chair  
Marti Swanson, Auction Chair  
Cheryl Ferguson  
Kay Baumgartner  
Liz Bernel  
Kathy Callan  
Arleen Francis  
Amy Hartson  
Fran Jones  
Connie Kaminski  
Cee Cee Kaylor  
Ann Klipstine  
Mary McColl  
Elaine Mulcahy  
Janet Musikantow  
Nan Porter  
Dan Rosen  
Shari Rosen  
Cristi Vanes  
Christine Ward  
Tonya McGue

### Hoosier Star – June 23, 2007

Sheryl Edwards, Chair  
Philip Bauman  
Tonya McGue  
Dan Rosen  
Shari Rosen  
Christine Ward

### **FRIENDS OF THE SYMPHONY**

*Formed in Feb. 2005, this group brings enthusiastic support to all aspects of the LCSO. Members serve on most of the committees. There are approximately 50 members at this time. They meet bi-monthly and Board members are always welcome and encouraged to attend the meetings.*

Mary Kelley, President 2006  
Mary Ellen McCain, Vice President 2006  
Georgia Whitted, Secretary 2006  
Marti Swanson, President 2007  
Mary Ellen McCain, Vice President 2007  
Diane Carpenter, Secretary 2007  
Cheryl Ferguson  
Marcia Morris  
Christine Ward

### **FUND DEVELOPMENT**

*Raise funds, oversee database and find major donors to support the orchestra throughout the season. Meet 12 times a year.*

Leigh Morris, Chair  
JoFran Bendix  
Mike Drayton  
Joe Goepfrich  
Romona Hay  
Sheryl Ferguson  
Stephanie Oberlie  
Shari Rosen

### **MEMBERSHIP, MARKETING & PUBLIC RELATIONS**

*Develop and implement program book, advertising (including print, radio, courthouse sign, billboards) chamber & community meetings, news and feature articles, April Pops group fundraising, annual ticket sales. Meet four times a year.*

Cheryl Ferguson, Chair  
Kathy Callan  
John Cannon  
Kevin LeCavalier  
Meg Rodgers  
Shari Rosen  
Ted Taylor  
Joni Wainovich

### **YOUNG ARTIST COMPETITION**

*Orchestrate all aspects of this contest from beginning to end. Meet two times.*

Marcia Morris, Chair  
Cheryl Ferguson