



Sierra Vista Symphony Association

Season 26 Annual Report

FY 2020/2021

Membership Meeting

June 26, 2021

Sierra Vista Symphony Association

Annual Membership Meeting

June 26, 2021

9:30 am

Laus Deo Fidelity

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The Sierra Vista Symphony Association is a 501(c)(3) non-profit organization dedicated to supporting a high-quality symphonic orchestra in order to bring live music to Sierra Vista and surrounding communities and to serve as a focal point for musical education and artistic excellence in the area.

Federal ID No. 86-0768498

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2020 – 2021 Board of Directors

Richard Laszok, President

Kevin Enright, Vice President

Debbie Dinkel, Acting Secretary

Lynette Nowlan, Treasurer

Ed Boyles, Member

Pam Enright, Orchestra Representative

Renaë Humburg, Member

Deb Koltveit, Member

Bobbie Moore, Member

Francilia Schofield, Member

Barry Smith, Member

William Tucker, Member



AGENDA

2021 Annual Meeting

1. Call to Order
2. Establishment of Quorum
3. Minutes of the 2020 Annual Meeting
4. Reports:
 - a. President's Report – Richard Laszok
 - b. Office Manager's Report – Susan MacGregor
 - c. Treasurer's Report – Lynette Nowlan
 - d. Proposed Program – Debbie Dinkel
 - e. Education Committee – Kathy Marvin
 - f. Fundraising Committee – William Tucker
 - g. Advertising Committee – William Tucker
 - h. Marketing and Publicity Committee – Deb Koltveit
 - i. By-Laws Review Committee – Ed Boyles
5. Presentation and Vote on Proposed Changes to By-laws
6. Other Business and Questions
7. Election of Board Members by Association Membership
8. Adjournment
9. Election of Board Officers by New Board Members

Minutes
July 25, 2020 Annual Meeting
2020 – 2021 Annual Report

Sierra Vista Symphony Association
Minutes
Annual Meeting
July 25, 2020
Indochine Restaurant

The meeting was called to order by President Debra Koltveit at 9:42 a.m. The meeting was also being broadcast on zoom.

The quorum was established (required – 12 members). Attendees (16 members):

Paula Baker, Ed Boyles, Kevin & Pam Enright, Peter Huisking (by proxy), Debra Koltveit, Richard Laszok, Mildred MacGregor, Susan MacGregor, Kathy Marvin, Mary Mueller, Lynette Nowlan, Cristina Reinert, Janet Richards, Betty Richter, Peter Spencer, and Bill Tucker.

The minutes from the 24th Season Membership Meeting (June 2019) were unavailable.

President’s Report: (9:42 a.m.) – Deb Koltveit thanked all present for attending the meeting. She highlighted the Children’s Concert and the board resignations.

She requested nominations from the floor for the board of directors. No nominations were forthcoming. A vote was held on the nominations of Lynette Nowlan and Bill Tucker. They were unanimously approved to the board of directors by the membership.

Office Manager’s Report: (9:46 a.m.) – Susan MacGregor delivered the report and highlighted the Association’s new Musician Monday feature, highlighting a SVSO musician, on the orchestra Facebook page. She also highlighted the Facebook fundraiser.

Treasurer’s Report: (9:48 a.m.) – Lynette Nowlan delivered the report stating that the Association is in good financial health at this time. She proposed the Season 26 (2020 – 2021) Budget, explaining that it is optimistic and based on the actual budgets of the previous five years.

Paula Baker moved; Mary Mueller seconded the approval of the proposed budget. The membership unanimously approved the 2020 – 2021 proposed budget.

Proposed Program: (9:53 a.m.) – Toru Tagawa briefed the planned program of the 26th Season. It was well received by the membership present. He also informed those present that Debbie Dinkel, Concert Master of the SVSO, is stepping down after the first concert of the season. He also informed the membership of his new blog, <https://torutagawa.com>.

Membership Report: (9:58 a.m.) – Richard Laszok reported the status of memberships to date for the 26th Season. (28 members; \$13,740)

Education Report: (10:00 a.m.) – Kathy Marvin briefed that the orchestra performed another successful concert in January 2020 for over 800 children. She explained the school visits and how the instruction is based upon the Arizona Education Standard for Music. She also mentioned the winners of the art and writing competitions. Kathy also explained the workshops (sound and music) planned for the STEM workshops which were ultimately canceled due to COVID-19.

Ideas were put forth from the floor for ideas for the children’s concert and instructional materials for teachers to be placed on the Association website.

Fundraising Report: (10:09 a.m.) – Mary Mueller reported on the canceled fundraisers (Men Who Cook and Music at Twilight) due to COVID-19 shutdowns. She also reported that the Annual Gala has run its course and that the fundraising committee and board of directors were looking for an alternative. She explained the grant request process and indicated that we wouldn’t be receiving grants, one worth \$7,550 - \$10,000, that we have received in the past.

Mary requested that everyone sign up for Amazon Smile and Fry’s Reward Program and to get their friends to do so. She also requested ideas for fundraisers and any grants from the membership.

Advertising Report: (10:18 a.m.) – Paula Baker reported that 18 advertisers will return this season. The advertising revenue for Season 25 was \$11,000.

Marketing and Publicity Report: (10:20 a.m.) – Debra Koltveit reported that the Symphony was selling t-shirts and can be ordered through the Symphony Office. She also reported on the difficulty getting publicity (other than paid advertisements) through the newspaper. She called it a nut yet to be cracked.

House and Auditorium Report: (10:23 a.m.) – Kevin Enright informed the membership that average attendance was 593 per concert for Season 25. He also highlighted the support during intermission of local businesses for providing drinks during intermission (Brews Brothers, Broxton Coffee, and Culvers); the Junior ROTC for ushering; and the Buena Booster Club for set-up and clean-up for intermission.

Special Events Report: (10:26 a.m.) – In the absence of Barry Smith, Debra Koltveit briefed that the Music at Twilight is still planned by is fluid due to COVID-19 restrictions. She also highlighted the performance of some of the orchestra’s musicians at the Festival of Trees, sponsored by the Chamber of Commerce.

By-Law Changes: (10:30 a.m.) – Mary Mueller brought the Association By-law changes up for discussion. Bill Tucker motioned; Richard Laszok seconded and the membership voted unanimously to approve the changes.

Floor Discussion: (10:32 a.m.) – Bill Tucker brought to floor the requirement for changes due to COVID-19 requirements. Discussion continued for approximately 5 minutes.

The meeting was adjourned at 10:49 a.m.

Respectfully submitted,
Susan MacGregor
Acting Recording Secretary

President's Report

2020 – 2021 Annual Report

The COVID-19 pandemic caused us to cancel all concerts for the 26th Season. We were successful in holding four Music at Twilight performance: October 17 at Rich and Debbie Laszok's home; April 24 at Kino Hall; May 23 at the Rothery Center and June 19 at the Discovery Gardens. The June 19 performance was a post COVID-19 success with over 70 attendees. We are very optimistic that the symphony will be back in full operation by the first concert for the 2021-2022 season which is scheduled for October 30, 2021, at the Klein Performing Arts Center, Buena High School.

We renewed Maestro Toru Tagawa's contract for the 27th Season The contract contains 4 option years which will provide continuity in our orchestral leadership.

Our focus for this year as we ramp-up for post COVID operations is as follows:

- Strengthen our financial position by:
 - ✓ Conducting a strong Membership Drive
 - ✓ Executing two major fundraising events
 - ✓ Seeking business advertising revenue support
 - ✓ Aggressively identifying and applying for grants
- Vigorously re-start our Music Education program for all 5th grade students in Cochise County
- Provide our members with the highest quality entertainment and concert music

We had four resignations from our board: Christina Reinert; Mary Mueller; Barbara Cayer, and Bill Blockhus-Morgan. Deb Koltveit's term has expired and she has chosen not run for an additional term. We are actively seeking new members for our Board of Directors. A music background is not necessary to be a member of the Board of Directors. We need help with publicizing our events, seeking advertisers for our concert programs, assistance with our membership and development efforts and strategic planning just to name a few non-music areas which require board member support.

We look forward to our upcoming 27th season with its exciting programs and overall theme *The Fantastic Symphony*. We hope you will join us for what will be a Fantastic Post COVID season.

Respectfully submitted,

Richard W. Laszok
President

Office Manager's Report

2020 – 2021 Annual Report

This was a year filled with uncertainty and challenges for the Sierra Vista Symphony Association office. The last concert, January 2020, was also my first concert as the office manager. Although the orchestra did not perform during the 26th Season, the office remained open.

The SVSA ended the year with 49 members, not bad for a year without concerts. The membership drive for season 27 is just beginning and there has been a good response. As of June 17, the SVSA membership was 21 members.

This was a zoom year and I participated in many online networking sessions with the Sierra Vista Chamber of Commerce, the Legacy Foundation, and other organizations. I look forward to representing the Symphony in more in person events this year, but will continue to participate in online events as necessary.

The Symphony received a grant for the use of an organization called Catchafire. Through Catchafire, I worked with a volunteer to update the Symphony website (still a work in progress). A volunteer also developed training in Excel specifically for the requirement of the symphony office manager. This has increased my efficiency in tracking expenses and developing membership spreadsheets. Fortunately, the Catchafire grant was extended through the 27th season.

The Musician Mondays series on the symphony Facebook page took a short hiatus, but I plan to gear up again by highlighting the members of the Brass Quintet ahead their performance on July 24. I also plan to post more regularly throughout the year.

I look forward to Season 27 concerts and events.

Susan MacGregor
Office Manager

Treasurer's Report

2020 – 2021 Annual Report

The past year has been like no other for the Performing Arts with very few, if any, live performances held. For the first time in the Sierra Vista Symphony Association's (SVSA) history, the twenty-sixth season concerts, including the Children's concert, were canceled. But due to the continued support from some Members, Community support for the few fundraising events that were held, and the receipts of grants, the financial results were better than expected but significantly short of budget expectations. Revenue for eleven months of the fiscal year represent 39% of budgeted revenues and expenses represent 28% of the budgeted expenses. The accompanying financial exhibit reports show both revenues and expenses through May 31, 2021.

The accompanying financial exhibit also includes an SVSA Board of Director's approved proposed budget for the twenty-seventh season. There is much optimism presented in the budget for the upcoming fiscal year as it is expected that the music will play again and the Community will be ready to attend the symphony.

The SVSA completed the eleven months of the prior fiscal year with \$112,032.43 in assets with both the endowment fund and "operations fund" maintaining a balance over \$30,000.00. The two funds are managed at Edward Jones and the two funds continue to experience small gains. Thank you for your continued support of the Sierra Vista Symphony Orchestra Association and I look forward to seeing you at the concerts.

Lynette M. Nowlan,
Treasurer

Season 26 Proposed Program

Toru Tagawa, Artistic Director and Conductor

Season 27

Fantastic Symphony

October 30, 2021

Emperor

Beethoven: *Piano Concerto No. 5 "Emperor"*

Pianist – Kyungsun Choi

Mozart: *The Marriage of Figaro Overture*

Shubert: *The Unfinished Symphony*



January 15, 2022

Fate

Márquez: *Danzon No. 2*

Copland: *Appalachian Spring Suite*

Morricone: *Cinema Paradiso*

Beethoven: *Symphony No. 5*

April 9, 2022

Fantastique

Debussy: *Prelude to the Afternoon of a Faun*

Saint-Saens: *Danse Macabre*

Rodgers & Bennett: *Victory at Sea*

Berlioz: *Symphonie Fantastique*



Membership and Development Committee

2020 – 2021 Annual Report

Your Symphony had 49 members with \$30,365 in membership revenues for the 2020-2021 season. The COVID-19 Pandemic had a significant negative impact on our Membership numbers. We are anticipating the 2021-2022 concert season will see a return to normalcy. Our goal is to attract 120 members and raise \$55,000 in operating revenues. As you know, much of our membership drive is fueled by word of mouth and mailing brochures. Please help us get the word out that the Symphony is back. We simply cannot perform the concert season without community financial support.

As part of Development responsibilities, we created a Strategic Planning Committee to develop new ideas for diverse and predictable income. This includes ways to:

- ✓ retain current members, while attracting new ones;
- ✓ provide incentives for corporate sponsorships and partnerships; and
- ✓ identify and evaluate new types of fundraising events.

The Strategic Plan at the time of this report is in draft and we hope to have it published in the near term.

Please, invite your friends, family, and neighbors to join you at concerts and hopefully as members.

Respectfully Submitted,

Richard W. Laszok, Chair

Education Committee

2020 – 2021 Annual Report

Although music education is limited in schools, there is an important part of the music curriculum that the Sierra Vista Symphony provides for students in Cochise and Santa Cruz Counties by presenting The Children’s Concert. We complete the following Arizona Music Standards as stated by the Arizona Education Committee, Revised in 2006:

- Goal 2 Relate: Describing the cultural influence of music on daily life and culture.
Describing origins and development of instruments.
Classifying different musical careers.
- Goal 3 Evaluate: Listening to analyze and describe music.
Listening attentively while others perform and showing appropriate audience behavior for the context and style of music performed.

Due to the COVID-19 limitations placed by the school districts, the members of the education committee were unable to visit schools throughout Cochise County. However, the Symphony recorded the presentation that the education committee members normally present in the classroom. The video was uploaded to the Sierra Vista Symphony YouTube page and the link was provided by letter and email to the 5th grade teachers throughout Cochise and eastern Santa Cruz Counties.

In the upcoming season, the education committee members are looking forward to again visiting the schools and also expanding the online presence to assist teachers and homeschoolers with music education.

Mrs. Kathleen Marvin
2020 - 2021 Education Committee Chair

Fundraising Committee

2020 – 2021 Annual Report

The Fundraising Committee began the year with a new Chair and a new challenge: Keep the Symphony Alive! COVID-19 had decimated our membership and our finances. The Symphony was unable to perform, we had to cancel Men Who Cook, we had little in the coffers, and all public events were banned. Thus began Our Year of Living Adventurously.

We began with a Music at Twilight with music by Desert Fever, which raised a modicum of funds. We were also able to obtain a grant of \$6000, but that was just a drop in the bucket of what we needed. Being unable to hold large events, we focused on our Music at Twilight platform to hold several smaller events, each of which raised over \$500. This included a recital by the piano students of the Cochise Music Teachers Association, and a public performance of the Buena Arts Department of On Stage at the Movies. Upcoming performances include the Cochise Music Teachers Association performing at Discovery Gardens, and then a specially-funded Brass Ensemble at Buena High School. This last event was funded by a grant from the Children of the American Revolution.

In an attempt to recover some of our financial base, we have scheduled a special Men Who Cook for September 17th, and in 2022 we will resume the March Men Who Cook event, which is a major fundraiser.

The Committee is working hard to brainstorm a second major fundraiser per year, as the Gala didn't really yield enough income to validate the manpower expense. We are hoping the membership can make suggestions which we will evaluate and consider. Please forward any suggestions to Bill Tucker or any member of the Fundraising Committee.

Bill Tucker, Chair (islandfever41@msn.com)

Members: Pam Enright, Barry Smith, Deb Dinkel, Lynette Nolan, Deb Koltveit, Ed Boyles, Susan MacGregor.

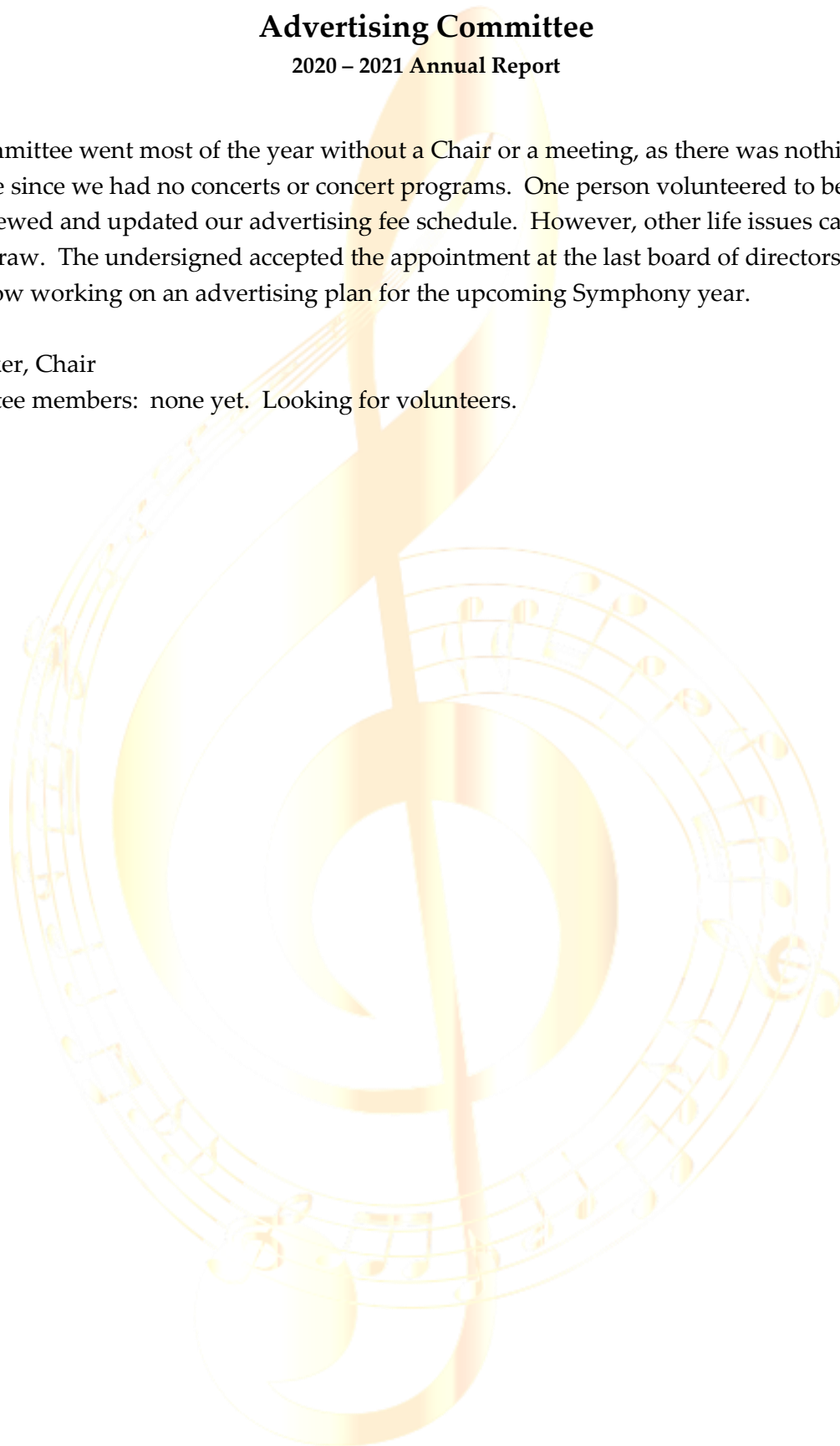
Advertising Committee

2020 – 2021 Annual Report

The Committee went most of the year without a Chair or a meeting, as there was nothing to advertise since we had no concerts or concert programs. One person volunteered to be chair, and reviewed and updated our advertising fee schedule. However, other life issues caused him to withdraw. The undersigned accepted the appointment at the last board of directors meeting, and is now working on an advertising plan for the upcoming Symphony year.

Bill Tucker, Chair

Committee members: none yet. Looking for volunteers.



Marketing and Publicity Committee

2020 – 2021 Annual Report

Given the extraordinary circumstances of the past year, with no fundraisers or concerts, we obviously didn't have much to publicize.

We regularly updated our website, Facebook page, and sent out occasional emails to our membership to let people know we were still here.

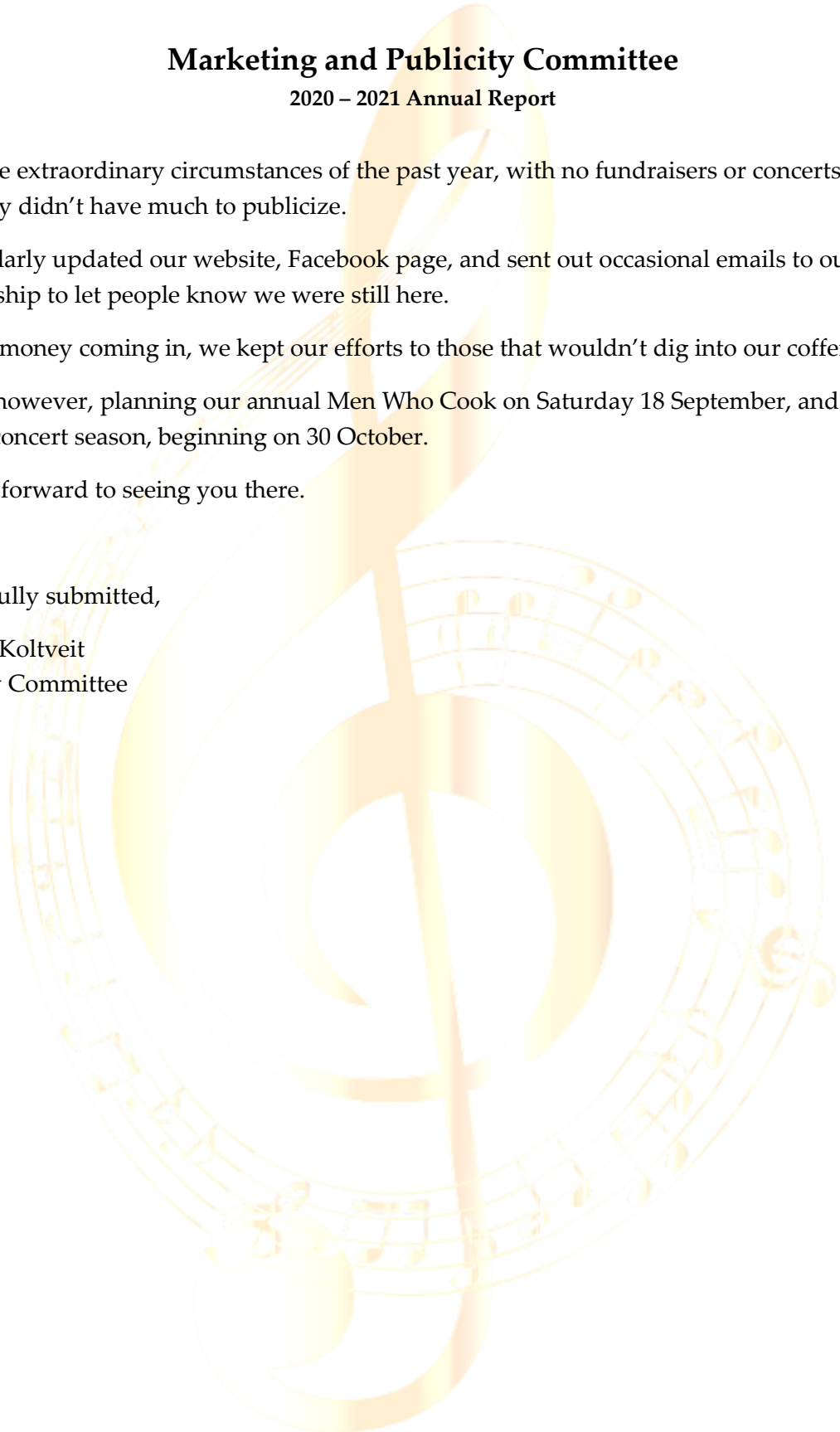
With no money coming in, we kept our efforts to those that wouldn't dig into our coffers.

We are, however, planning our annual Men Who Cook on Saturday 18 September, and our regular concert season, beginning on 30 October.

We look forward to seeing you there.

Respectfully submitted,

Debra L Koltveit
Publicity Committee



By-Laws Review Committee

2020 – 2021 Annual Report

Initial by-law review took place in April 2021 with several comments received and reviewed. The document with the initial comments was sent to all board members for review and comment. The final draft was submitted to the executive committee. The comments were adjudicated and the following recommended changes to the By-Laws were offered to the membership for vote at the annual membership meeting on June 26, 2021.

Article IV Authority and Duties of Officers

Currently:

Section 4.03 RESIGNATIONS. Resignations are effective upon receipt by the Secretary of the Board. Vacancies which may occur among officers may be filled by the board of directors, and the term of office of any person elected to fill such vacancy shall be the unexpired term of his/her predecessor.

Change to:

Section 4.03 RESIGNATIONS. *Resignations are effective upon written receipt by the Secretary of the Board. Vacancies which may occur among officers may be filled by the Board of Directors, and the term of office of any person elected to fill such vacancy shall be the unexpired term of his/her predecessor.*

Adoption of these changes is pending the vote at the annual membership meeting.

Respectfully submitted,

- Ed Boyles

Members: Ed Boyles, Renae Humburg

Proposed By-Law Changes 2020 – 2021 Annual Report

The Board of Directors recommends that you vote for the following changes that are identified in *red* to the By-Laws of the Sierra Vista Association.

1. Add this sentence to section Article II Section 2.05

Article IV Authority and Duties of Officers

Currently:

Section 4.03 RESIGNATIONS. Resignations are effective upon receipt by the Secretary of the Board. Vacancies which may occur among officers may be filled by the Board of Directors, and the term of office of any person elected to fill such vacancy shall be the unexpired term of his/her predecessor.

Change to:

Section 2.05 RESIGNATIONS. *Resignations are effective upon **written** receipt by the Secretary of the Board. Vacancies which may occur among officers may be filled by the Board of Directors, and the term of office of any person elected to fill such vacancy shall be the unexpired term of his/her predecessor.*

New Board Member Biographies

2020 – 2021 Annual Report

Renae Humburg, Sierra Vista Symphony Association Board Member -

Renae has been a member of the symphony board of directors since 2011. She was the Superintendent of the Sierra Vista Unified School District from 1996 until 2008 when she retired. Prior to her move to Sierra Vista, she was a high school teacher in Colorado and Wisconsin; a coordinator of career education programs for 19 unified school districts in Kansas; an administrator (vocational education state director) at the Wyoming State Department of Education; and a district level administrator (vocational, federal programs, grants development, and superintendent) at the Laramie County Unified School District No. One in Cheyenne. During her ten years on the symphony board of directors, she has served on the education and fundraising committees.

Bobbie Moore, Sierra Vista Symphony Association Board Member:

Bobbie has been a member of the SVSA board of directors since 2013. She arrived in Sierra Vista in 1967. In 2000, she retired from the Sierra Vista Unified School District where she was the Community School Coordinator. Bobbie has been involved in many charitable organizations throughout her time in Sierra Vista and has been a Symphony supporter since its beginning. In 2016 Bobbie was awarded the Mayor's Individual Award in Arts and Education in 2016 as a result of her work with the Symphony. The success of Men Who Cook is a direct result of her tireless efforts in recruiting and organizing chefs, kitchens, and venue. Bobbie has served on the Education, Fundraising, and Nominating Committees.

Bill Purciello

Bill retired after 30 years of Active and Reserve Component Service in US Army and 18 years of Active Federal Civil Service. He currently serves as Vice President of the National Alliance on Mental Illness-Southeastern Arizona (NAMI-SEAZ) and is a board member of Catholic Community Services. Bill is the pianist for the 8:00 am service at St Andrews the Apostle Catholic Church. Bill will bring extensive program management, writing, and editing skills