

Legacy Performers
9287 S 3090 W
West Jordan, Utah USA 84088

Minutes

October 5, 2023

Time: 7:00 pm

Location: Zoom Meeting

1. Call to Order by chair. Somebody like Katie :) will need to volunteer as interim chair until we have a chair.
 - a. In attendance: Katie Blunt, Bill Marsh, Keith Day, Alan Eastman, Robert Nohavec, Catherine Cummings, Jay Christensen
2. **Quorum** – The board stated a **quorum** is present.
3. Approval of the Agenda for this meeting.
 - a. Motion: Alan
 - b. Second: Jay
 - c. Approved Unanimously
4. Approval of the Minutes of the last meeting.
 - a. Motion: Alan
 - b. Second: Bob
 - c. Approved Unanimously
5. Reports
 - a. Treasurer (Keith in the interim until we have a treasurer)
 - i. Finance report
 1. Keith has deposited \$75 so far
 2. Accounts payable spreadsheet has been created to keep track of payments
 3. Ledger is in the “Booking and Financial Records” folder in Google Drive to track all transactions
 4. Payments will go to Legacy Performers starting November 1, 2023
 - ii. Upcoming booking effort (Explained by Bob)
 1. Reviewed with Keith the booking process - this will be for next year since most gigs are scheduled for 2023 already
 2. Keith will handle our regular bookings and Heart & Soul bookings
 3. Keith has started sending out emails for 2024 booking – Already have 12 gigs booked.
 4. He’ll be quoting \$240 for a 6-piece band unless they say they can’t afford 6 people. Then we’ll negotiate for a 5-piece band instead.
6. Old Business
 - a. Affirmation of Catherine’s election and her acceptance to be on the board.
 - i. Position affirmed
7. New Business
 - a. Discussion of bylaws.
 - i. Official “office”
 1. Keith’s home address
 - ii. Registered agent

1. Currently Keith
2. Proposed: Have the secretary listed as the registered agent
- b. Approval of the proposed bylaws
 - i. Motion: Alan
 - ii. Second: Bob
 - iii. Approved unanimously
- c. Election of Chair and officers:
 1. Nomination: Keith nominates Katie
 2. Second: Alan
 3. Discussion: None
 4. Vote: Elected unanimously
 - ii. Secretary
 1. Nomination: Jay nominates Bill
 2. Second: Alan
 3. Discussion: Bill's not sure, review of duties, Bill would rather not
 - iii. Treasurer
 1. Nomination: Bill nominates Keith
 2. Second: Jay
 3. Discussion: None
 4. Vote: Elected unanimously
 - iv. Secretary
 1. Nomination: Bill nominates Keith
 2. Second: Alan
 3. Discussion: Duties of secretary and treasurer are close, don't think it will be too much of a burden, can revisit later as needed, Bill is happy to continue with current duties (ie. calendar)
 4. Vote: Elected unanimously
- d. Approval to establish a line of credit with the bank. Or find other means to cover the bridge between when the band members get paid and when the company receives payment from the venues.
 - i. Application for a line of credit has been submitted to America First Credit Union if we want to proceed
 - ii. The CD money we have cannot be used to pay performers.
 - iii. A record will be kept on the balance sheet so we know what we've had to pay from the line of credit and when we get paid by venues.
 - iv. The line of credit has an 8-9% interest rate
 - v. Could we temporarily use CD money to cover paying performers, and then pay back the "CD money" savings account once the venues pay? An internal loan.
 - vi. Motion: Bill - Use the "CD Fund" savings account for internal loans to cover the accounts receivable gap. We will not pursue the line of credit.
 - vii. Second: Jay
 - viii. Vote: Approved unanimously
- e. Procedures we need to take over with Bob's retirement
 - i. Booking gigs - Treasurer in the bylaws
 - ii. Paying band members/collecting payments from venues - Treasurer in the bylaws
 1. Keith will be at every gig to pay performers. If not, he'll ask someone else to do it for that gig.

2. Cash? Paypal? Venmo? - Keith is willing to let performers say what their preference is. We'll start with cash and move to other options. Everyone at the gig could request the payment on Venmo or whatever.
- iii. Scheduling band members for gigs
 1. Subs are handled by the "A Team" members
 2. Bob has been keeping a lineup of subs.
 - a. Vocalists: Katie, Wendy, Kat, Robyn, then the last 3 (Christy, Cindy, Jenny)
 - b. Pianists: Catherine, Neil, Alan, Laurissa, Merrill, Scott
 - i. If you go through all and can't fill them, then Neil will take the balance
 - c. 15th of the month is when we start the process. Each performer gets 1-2 days to respond. Sometimes a phone call is needed.
 - d. Katie & Catherine will start Nov. 15th
- iv. Weekly email reminder - Secretary
- v. Other? - Fronting the Band
 1. A new column in the Google Sheet called "Front" so everyone knows who will front the band for each gig. They will need to have the scripts on their devices. The front person can say if there are any songs we need to adjust based on who is performing (ie. male solos).
 2. Sax solos can be covered by the keyboard
8. Comments, announcements, and/or other items.
 - a. Christmas party (Dec 10th)
9. Adjournment
 - a. Motion: Bill
 - b. Second: Alan
 - c. Vote: Adjourned unanimously

Next Meeting date (if deemed necessary) tentatively Thursday, November 2, 2023

We will put feelers out and find a time that works for all in the first week of November.