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**STERLING MUNICIPAL BAND**

Post Office Box 991 Sterling, Illinois 61081 <http://www.sterling-il.gov/band.cfm>

**EVENT:** City of Sterling, Illinois – Band Commission Regular Meeting  
**LOCATION:** Sterling Coliseum: 212 Third Avenue Sterling, Illinois 61081 Conference Room 104 (first floor)  
**DATE:** Monday August 8, 2016  
**TIME:** 5:30 p.m. – 6:30 p.m.

**AGENDA**

**I. Call to Order**

**II. Consensus Items**

- A. Approval of Minutes of the July 11<sup>th</sup> Regular Meeting

**III. Administrative Business**

**A. Business Manager Report {PS}**

- 1. Financial Figures (donations, payroll, requisitions)
- 2. Approval of Financial Reports from July 2016.

**B. Travel Manager Report {CJ}**

- 1. Summer 2016 Guest Conductor feedback
- 1. Winter Pops Concert ideas & preparations

**C. Band Director Report {JJ}**

- 1. review of Summer 2016 season

**IV. Comment from the Public**

**V. Old Business**

- A. Approval of separation of Travel Manager & Librarian job descriptions
- B. employment rubrics
- C. Policy Handbook editing, Articles I, II, III, IV
- D. Band member mailing / season evaluation
- E. agenda items and posting

**VI. New Business**

**VII. Executive Session**

- A. Personnel

**VIII. Miscellaneous**

**IX. Adjournment**

***NEXT BAND COMMISSION MEETING is...***

***...Monday September 12<sup>th</sup> at 5:30 p.m. in Conference Room 104 of the Sterling Coliseum: 212 Third Avenue***