



**Application for Economic Development, Cultural, Tourism  
and Sustainability Grants**

**\*\*\*\*DUE NO LATER THAN 4:00 pm March 22, 2017\*\*\*\***

**One (1) single sided, signed hard copy to  
NO STAPLES PLEASE  
In an envelope titled:  
City of Ashland  
Attn: Diana Shippet, Administration Department  
Grant Application  
20 East Main Street, Ashland, OR 97520**

<b>Applicant/Organization</b>	Chamber Music Concerts (self-supported affiliate of Southern Oregon University Foundation)		
<b>Mailing Address</b>	1250 Siskiyou Blvd, Ashland OR 97520-5080		
<b>Contact Name</b>	Jody Schmidt, Executive Director	<b>Contact Phone #1</b>	541-552-6154
<b>Email #1</b>	<a href="mailto:director@chambermusicconcerts.org">director@chambermusicconcerts.org</a>		
<b>Contact Name #2</b>		<b>Contact Phone #2</b>	
<b>Email #2</b>			
<b>Federal Tax ID</b>	██████████	<b>IRS Class (Exemption)</b>	501(c)(3) through SOU Foundation
		<b>Total Grant Request (\$5,000 min)</b>	\$12,000

**Application Submittal Checklist**

**In addition to the completed application form to be mailed and emailed, all submittals must contain the following;**

1. List of all board members, their occupations, and years on the board;
2. Organizational client demographic profile;
3. Grant program budget (for activities/programs/events that are part of this grant application);
4. Organization 501© letter verifying your no-profit status;
5. Organization corporate bylaws;
6. Organization's most recent Form 990 IRS filing (summary page only);
7. Organization's previous year financial statement summarizing expenses and revenues.

## Application for Economic Development, Cultural, Tourism and Sustainability Grants

1. Briefly describe the purpose and objectives of your organization and mission statement (*please limit to approximately 500 words*)

Chamber Music Concerts' (CMC) mission is to present chamber music of the highest quality for the enjoyment, enrichment, and education of the Southern Oregon, Northern California, and Southern Oregon University communities. Each season features eight world-class chamber music ensembles that present a total of twelve formal concerts, several multi-day residencies, school programs, master classes, and lectures for area schoolchildren, university students, retirement communities, and the general public. Through these programs, CMC provides a unique cultural experience to diverse groups in our community: thrilling chamber music performances and engaging, dynamic outreach activities presented by the best chamber musicians in the world. All concerts and the majority of outreach programs take place in Ashland.

2. Reference the list of eligible activities provided in the 2012 Policy for Economic, Cultural, Tourism, and Sustainability Grant (page 10) to briefly describe how the City grant would be used and how your activities meet the eligibility criteria (*please limit to approximately 1,000 words*)

CMC is the only organization in Southern Oregon that is dedicated solely to the presentation of world-class chamber music. The series features only the most distinguished ensembles, with superb qualifications and internationally acclaimed stature. Groups of this caliber would not otherwise perform in our area, making CMC an integral part of the culture in our community. It is rare to have this opportunity outside of a major metropolitan area, and our patrons are thrilled to be able to see these marvelous artists locally.

The purpose of this grant request is to help present Ashland residents and visitors with the incredible cultural experience these concerts and outreach events provide, with an emphasis on involving children and low-income individuals and families. Our objectives are to continue to offer special discounts for kids and Oregon Trail Card holders, as well as support the fees associated with our educational outreach events. Oregon Trail Card holders (participants in the Supplemental Nutrition Assistance Program, formerly the Food Stamp Program) may purchase tickets for any of our concerts for only \$5. Regular ticket prices are \$33-\$49, which can be a significant financial barrier. In addition to the Trail Card program, CMC offers \$5 tickets for students and children to all performances, and the Teacher & Student Circle program provides complimentary tickets to music students and music teachers for our matinees, with half-price tickets for accompanying parents. The City of Ashland grant will directly help support the costs of these programs, enabling CMC to continue to expand access within the community to world-class cultural events.

The City of Ashland grant will also help support CMC's Educational Outreach Program. Program events give participants the opportunity to hear chamber music performed at the highest level, and also to learn about the music from the artists themselves in an informal, welcoming setting. School programs focus on introducing the instruments and repertoire to children of all ages, with ample time for questions about the music and the performers. With devastating cuts to the arts in Oregon schools, our programs are critical opportunities for children to learn about classical music. We present similar programs to area social clubs, retirement communities, and continuing education classes. Master classes — a soloist or chamber group coached by the artists in public — give students and adult amateur musicians the transformative experience of working with a master on their instruments. All outreach events are free and open to the public. All of our concerts and the majority of our outreach programs take place in Ashland; these objectives help attract new people from Ashland, as well as from outside our city. The programs that take place outside of Ashland bring new patrons to CMC's concerts, many of whom spend the night, shop at our businesses, and eat at local restaurants.

Next season's outreach program will include a weeklong residency by the New York-based American Brass Quintet. Hailed by *Newsweek* as "the high priests of brass," the American Brass Quintet is internationally recognized as one of the premier chamber music ensembles of our time. The ensemble will present programs

for area schoolchildren, retirement communities, veterans, and other programs. CMC is collaborating with the Peter Britt Festival's education program to present this residency. We will also collaborate with the Oregon Center for the Arts at SOU to present Chanticleer, a 12-voice men's choir from San Francisco, which will perform a concert and present a voice master class for students.

Finally, CMC is focused on providing the best possible access for people with disabilities. We provide state of the art assistive listening devices, a brand-new accessible box office, and large-print programs for those with impaired sight.

2.1. If your grant request is for date specific events, programs or activities, please complete the following table

Program/Event Title	Anticipated Dates of Event		Funding Request
	Start	End	
			\$
			\$
			\$
			\$
			\$

3. Which grant category (or categories) does your request fall under? (please check all that apply)

<input checked="" type="checkbox"/>	Grant Category	Grant Request
	Economic Development	\$
Per Economic Development eligible activities (page 10), please explain how your activities qualify (please limit to approx. 250 words):		
	Cultural	\$12,000

Per Cultural Development eligible activities (page 11), please explain how your activities qualify (*please limit to approx. 250 words*):

CMC's activities fulfill all aspects of the Cultural Development criteria. Now entering its 34<sup>th</sup> year, CMC is a small, self-supported local presenter that brings international artists to Ashland; our series is the only organization in the area dedicated to presenting concerts and outreach programs by chamber musicians of this caliber. Except for an occasional "one off," without CMC, these opportunities would not exist in Ashland or in the Rogue Valley.

For the upcoming season, CMC will expand its offerings with two collaborations: American Brass Quintet residency, in collaboration with the Britt Festival education program; and the presentation of Chanticleer, a 12-voice male choir from San Francisco, in collaboration with the Oregon Center for the Arts at SOU.

The special discounts for low-income residents and children will be available for all concerts, and all outreach programs are free.

	<b>Tourism</b>	\$
Per Tourism eligible activities (page 11), please explain how your activities qualify ( <i>please limit to approx. 250 words</i> ):		
	<b>Sustainability</b>	\$
Per Sustainability eligible activities (page 11), please explain how your activities qualify ( <i>please limit to approx. 250 words</i> ):		

- If you do not receive the full amount of your request, describe how your organization would use a smaller amount of funds in each of the categories being applied for (*please limit to approximately 250 words*)

A smaller award would be used in the same manner. If we do not receive the full amount of our request, we will attempt to make up the shortfall with a combination of funding sources. Depending upon the level of support from others such as the Oregon Arts Commission, Oregon Cultural Trust, and sponsorships from our patrons, a smaller award may require CMC to limit the number of outreach programs we offer next season. We're prepared for the fact that the tenuous status of the National Endowment for the Arts could affect many traditional funders of culture.

5. Using the attached City of Ashland Policy for Economic, Cultural, Tourism and Sustainability Grants, Section III (page 12), please explain how you will measure success or desired outcomes. *(please limit to approximately 250 words)*

CMC will measure the success of our programs by using data and reports from our box office ticketing system (Vendini), as well as direct feedback from patrons, teachers, and other participants in our programs. Additionally, we are working with a patron who heads Disabled United in Direct Empowerment, which will help CMC determine the success of our disability accommodations.

Our box office data system provides detailed reporting on tickets purchased, including discount types and the location of patrons' residences. We will use this information to track the number of people who purchased tickets through our Oregon Trail Card and student access programs, and how far patrons traveled to attend our events. We will also use comparisons to previous years to determine the participation rate and overall attendance at outreach programs and concerts, including data on the number of children and low-income ticket discounts.

Thank you for your time and efforts in preparing this information for consideration by the Grants Committee.

By signing below you certify that:

You, the grantee, understand that you must comply with all federal, state and local requirements applicable for the activities funded by this grant. Award of a grant by the City does not waive the grantee's obligation to obtain, at grantee's sole expense, all applicable permits that may be required for grantee's program or project.

And, that a grant may be conditioned on submission or other approvals to the City of a Certificate of General Liability Insurance in the amount of up to **\$1,000,000** naming the City of Ashland, its officers and employees as additional insured.

And, that you the undersigned have legal authority to submit the above information on behalf of the organization named above.

Name (print) \_\_\_\_\_ Jody Schmidt \_\_\_\_\_

Name (signature) \_\_\_\_\_  \_\_\_\_\_

Title \_\_\_\_\_ Executive Director, Chamber Music Concerts \_\_\_\_\_

## **CHAMBER MUSIC CONCERTS BOARD MEMBER LIST**

Patrick Alexander, 2012-18; 451 Waterline Rd, Ashland OR 97520, 541-482-8633  
Retired investor; finance

Marilyn Anderson, 2012-18; PO Box 189, Ashland OR 97520, 209-765-9357  
Retired arts administrator; Secretary, artistic

Karen Clarke, 2011-17; 690 Glenwood Dr, Ashland OR 97520, 541-488-1236  
SOU non-profit instructor; finance, marketing

Larry Cooper, 2012-18; 259 B St, Ashland OR 97520, 541-210-1458  
Retired accountant; Vice President, education, artistic, accessibility

Ken Deveney, 2015-18; 206 Terrace St, Ashland OR 97520, 541-488-5506  
Composer; artistic, education, accessibility

Christine Donchin, 2014-20; 471 Lindsay Lane, Ashland OR 97520, 541-482-0546  
Retired mortgage loan officer, real estate agent; marketing, development, receptions

Joyce Epstein, 2016-2019; 1094 Linda Ave, Ashland OR 97520, 541-482-2992  
Retired; published poet; artistic, marketing

Bari Frimkess, 2015-18; 2600 Takelma Way, Ashland OR 97520, 541-292-6749  
Musician, teacher; education, marketing

Teri O'Rourke, 2010-16; 1042 Timberline Terrace, Ashland OR 97520, 541-621-7001  
AmericanWest Bank, IT Specialist; receptions, marketing, accessibility

Alexis Packer, 2011-17; 235 Nutley St, Ashland OR 97520, 541-482-0570  
Attorney; President

JoAnn Prujan, 2015-18; 793 St Andrews Circle, Ashland OR 97520, 541-482-2867  
Event coordinator; education, finance, receptions

Jody Schmidt, Executive Director since 2002; 2733 Juanita Ave, Medford OR 97504, 541-301-2912. Executive Director

Wayne Thomas, 2012-18; 1 Skyline Dr #3314, Medford OR 97504, 541-857-6914  
Retired attorney; development, nominating

Ed Wight, 2014-20; 215 Tolman Creek Rd #20, Ashland OR 97520, 541-488-6995  
Music store, music historian; artistic, marketing

Karen Wilson, 2015-18; 155 Pompadour DR, Ashland OR 97520, 310-633-4359  
Retired teacher; development. education

## City of Ashland Customer Demographic Profile

The primary goal of the grant award process is to allocate funds to organizations that are providing economic, tourism, cultural and/or sustainability programs, services or events that reach a demographically diverse customer base, both locally and from outside our region. The following questions are intended to provide guidance for the possible types of customer demographics that would help the grant review/award sub-committee understand the customer types that your application would likely reach.

**\* If your organization tracks this data or other related data, in other formats, please feel free to submit that format directly. This form is provided as a template and is not required to be completed in this format, but customer demographic information is an application submittal requirement.**

Organization Name: Chamber Music Concerts

Program/Event Name: 2017-18 Outreach & Access

For the Twelve month period of: 7/1/2017-6/30/2018

**I. Customer Age (percentage)**

Youth 0 to 17 years	10	%
Adult 18 to 39 years	13	%
Adult 40 to 64 years	10	%
Adult 65 and over	65	%
Unknown	2	%
<b>Total</b>	<b>100</b>	<b>%</b>

**II. Staff Residence (percentage)**

Ashland		%
Rogue Valley	100	%
Other		%
<b>Total</b>	<b>100</b>	<b>%</b>

**II. Customer Residence (percentage)**

Ashland	56	%
Rogue Valley	34	%
Other (within 50 miles)	1	%
Other (greater than 50 miles)	9	%

**III. Of the Customers identified above, what percent do you estimate stayed overnight to attend your program, service or event? 14%**

**CITY OF ASHLAND  
GRANTS PROGRAM BUDGET**

Please use this form to identify costs associated with the program, activity or event that you are requesting funds for. This form is provided as a template to use. If your organization tracks grant related financials in a different reporting format, please submit in that format if you choose.

APPLICANT/ORGANIZATION: \_\_\_\_\_ Chamber Music Concerts \_\_\_\_\_

PROGRAM/EVENT TITLE: \_\_\_\_\_ 2017-18 Outreach & Access \_\_\_\_\_

PROJECT PERIOD: July 1, \_\_\_\_\_ 2017 \_\_\_\_\_ to June 30, 2018 \_\_\_\_\_

<b>REVENUE</b>		
City of Ashland Grant Funds		\$12,000
Jackson County Funds /Identify:		\$0
Other State or Federal Funds /Identify: Oregon Arts Commission (tentative)		\$6778
Other Funds /Identify - patron sponsorships and gifts		\$15,122
Other Funds (cont) - earnings from CMC Endowment Fund		\$5000
		\$
<b>TOTAL REVENUE</b>		<b>\$38,900</b>
<b>EXPENDITURES</b>		
<b>A. PERSONAL SERVICES (List costs by job title or function)</b>		
Total Salaries	% of time to project	\$
1. _____	_____ %	
2. _____	_____ %	
3. _____	_____ %	
4. _____	_____ %	
Total Benefits		\$
1. _____		
2. _____		
3. _____		
4. _____		
<b>TOTAL PERSONAL SERVICES</b>		<b>\$</b>
<b>B. MATERIALS &amp; SERVICES:</b>		
Artist fees		\$27,500
Oregon Trail Card affordable ticket program		\$3600
Student ticket programs		\$6300
Teacher & Student Circle comp program		\$1500
<b>TOTAL MATERIALS &amp; SERVICES</b>		<b>\$38,900</b>
<b>TOTAL EXPENDITURES</b>		<b>\$38,900</b>



Internal Revenue Service

Department of the Treasury

District  
Director

300 N. Los Angeles Street, MS 7043  
Los Angeles, CA 90012

SOUTHERN OREGON UNIVERSITY FOUNDATION  
1250 SISKIYOU BLVD.  
ASHLAND, OR 97520-2268

Person to Contact:  
L BARRAGAN  
Telephone Number:  
(213) 894-2336  
Refer Reply to:

Date:

FEBRUARY 20, 1998

EIN: [REDACTED]

Dear Taxpayer:

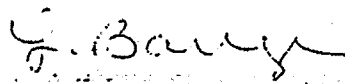
This letter is in response to your request for a copy of the determination letter for the above named organization.

Our records indicate this organization was recognized to be exempt from Federal Income Tax in JANUARY 1968 as described in Internal Revenue Code Section 501(c)(3). It is further classified as an organization that is not a private foundation as defined in Section 509(a) of the Code, because it is an organization described in Section 170(b)(1)(A)(vi).

The exempt status for the determination letter issued in JANUARY 1968 continues to be in effect.

If you need further assistance, please contact our office at the above address or telephone number.

Sincerely,



Disclosure Assistant

**Bylaws**  
**Chamber Music Concerts**  
**An Affiliate of Southern Oregon University Foundation**

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**Article I**  
**Name, Mission, and Governance**

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1. The name of the organization is Chamber Music Concerts (“**CMC**”). The organization is an affiliate of the Southern Oregon University Foundation (“**Foundation**”), which shall have the ultimate legal responsibility for CMC. CMC is not a separate non-profit corporation; rather, it operates within the Foundation, which is an Oregon not-for-profit 501(c)(3) corporation.
2. The mission of Chamber Music Concerts is to present chamber music of the highest quality for the enjoyment, enrichment, and education of the southern Oregon, northern California, and Southern Oregon University communities.
3. CMC shall be governed by a Board of Directors (“**Board**”). The Board will elect officers of the Board as prescribed in Article II, Section 2. Southern Oregon University (“**University**”) will obtain an Executive Director for CMC as prescribed in Article III, and the Executive Director will be responsible to the Board for day-to-day management of CMC.

**Article II**  
**Board Membership, Meetings, and Records**

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1. **Members of the Board**
  - A. The Board shall consist of at least nine (9) but not more than twenty-one (21) members. The Executive Director shall be an *ex officio*, non-voting member. The Director of the Oregon Center for the Arts Music Program (“**OCA**”) and the OCA Music Chair may attend meetings of the Board as *ex officio*, non-voting members. The Director of the OCA may appoint a member of the music faculty to a three-year term to serve as an *ex officio* voting member of the Board.
  - B. The Executive Director will maintain a record of members of the Board that includes contact information and the date that each member began his or her term.
  - C. The Board will elect all members of the Board other than the *ex officio* members. Normally, the Board will elect members at the Board’s meeting in April or May for the

term to begin on July 1 of the year elected and to end on June 30 of the third year after election. A Board member may be elected to three consecutive full terms; thereafter, the Board Member normally must be off the Board for a period of at least one year before again being eligible for election to additional terms. There is no limit to the number of terms that a member may serve.

**2. Vacancies on the Board**

A. A vacancy on the Board shall exist whenever there is fewer than the maximum number of members, including from the death, resignation or removal of any member. A member may be considered to have resigned if absent for three consecutive meetings without prior notice.

B. Vacancies on the Board other than the *ex officio* positions may be filled by an affirmative vote by a majority of the remaining members. Provided that the Board's membership was at its maximum prior to the vacancy, a member elected to fill that vacancy shall hold office for the balance of the unexpired term of the member's predecessor. If the Board's membership is less than the maximum number at the time of the election, the new member's term will be the remaining partial year through June 30 plus the next two fiscal years, also ending on June 30.

C. The Board may elect a member to begin a term on any date, not only July 1 of that year.

**3. Removal of Members**

A. Any member of the Board may be removed from the Board at any meeting of the Board at which a quorum is present by a 2/3 majority vote of members present, provided that such proposed action has been brought to and approved by the Executive Committee and such proposed action is stated in the notice of the meeting.

B. Any vote to remove a member shall be conducted by secret ballot. The member proposed to be removed will not be present during the Board's deliberations but may vote on a motion of removal.

**4. Meetings of the Board**

A. The board shall meet at least six times per year.

B. The President shall determine the dates and locations for meetings of the Board and request that the Executive Director inform all members of the time and place.

C. The Executive Committee of the Board shall meet in executive session when considering personnel recommendations. If a member of the Executive Committee is the subject of the recommendation, that member will be excluded from the executive session.

**5. Special Meetings of the Board**

- A. The President may call special meetings of the Board.
  - B. The President shall ensure that notice of the time, place, and purpose of a special meeting is sent to the members of the Board at least seven (7) days before the meeting.
  - C. A member's attendance at a special meeting shall constitute a waiver of notice of such meeting, except where a member attends the meeting for the express purpose of objecting to the transaction of business.
6. **Quorum; Actions by the Board**
- A. A majority of the Board's voting members, not including *ex officio* members, shall constitute a quorum for the transaction of business at any meeting. A minority of the members, in the absence of a quorum, may convene from time to time but may not take any action that would be binding upon CMC or the Board.
  - B. The vote of a majority of the members present at any meeting at which there is a quorum shall be the act of the Board.
  - C. The Board may approve an act of the Board by unanimous written consent of all voting members of the Board. Any member may make a motion and send that motion by e-mail to all other voting members. Any other member may move to amend the original motion. All members may vote on motions by e-mail addressed to all other members. The Secretary or the Executive Director will make a record of the motion, any amendments, and the vote on each motion. A vote by any member against any motion will preclude enactment until the motion is made again at a regular or special meeting.

### **Article III Officers**

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- 1. The officers of the Board shall be President, Vice President, and Secretary. The Board may elect a Treasurer if the need arises.
- 2. Normally, the Board shall elect the officers at a meeting in April or May for one-year terms running from the next July 1 through June 30. If there should be a vacancy in an officer position during a term, the Board shall elect a replacement as soon as practicable.
- 3. If the President is temporarily absent, the Vice President shall perform the duties of the President. If both the President and the Vice President are absent, the Secretary shall serve.
- 4. The Board shall develop job descriptions for each of the Board officers. At least one month before the annual election, the President will appoint a committee of at least two members and the Executive Director to review the job description and to recommend any changes or additions. The committee will provide the job descriptions to the Board prior to the vote.

5. The President of the Board also serves as a member of the Foundation Board. The President may appoint another member of the Board to attend a meeting of the Foundation Board if the need arises.
6. The CMC Executive Committee will be comprised of the officers of the Board.

#### **Article IV**

#### **Nominations of Members and Officers**

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1. The Nominations Standing Committee will nominate qualified persons to fill Board and officer positions after a recruitment and qualification review. Any member of the Board may propose another person to fill a board or officer position.
2. The Board may elect Board members and officers by voice vote unless there is more than one nominee, *i.e.* the Nomination Committee's nominee and one or more other persons nominated by a Board member. If an election for a position is a contest between two or more nominees, the President will establish a procedure for conducting a secret written ballot. The nominee that receives the most votes in a regular meeting of the Board will fill the Board or officer position. If there is a tie vote when there are more than two nominees, the Board will vote again by secret ballot between the top two nominees. If there were but two nominees and there is a tie vote, the President will determine a procedure and timing for another election to establish the winner.

#### **Article V**

#### **Personnel**

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1. CMC may have an Executive Director to manage CMC's day-to-day affairs and to support the Board. SOU's Provost will appoint the Executive Director. SOU will be the Executive Director's actual employer, although the Foundation will pay the Executive Director's salary and SOU-provided benefits from CMC's operating account.
  - A. The Board shall develop a job description for the Executive Director in conjunction with the normal SOU personnel process. The Board expects that SOU will hire the Executive Director for an indefinite term.
  - B. When the Executive Director's position has, or will, become vacant, the Board will participate with SOU personnel in forming and participating in the activities of a search committee for a replacement. The Board will propose to SOU personnel that a search committee be composed of two Board members (not including *ex officio* members), two faculty members from the OCA, and a search committee chair as selected by the Director of the OCA ("OCA Director"). SOU shall have discretionary power to alter both the size and composition of the search committee if a change is necessary. The search committee shall interview candidates and recommend to the Board finalists in

ranked order and with descriptions of the factors that the search committee deemed significant for the choices and rankings. The Board will approve (by secret written ballot if determined by the President) the ranked order of preferred candidates for employment and submit the information to the OCA Director. Final authority for appointment rests with the University.

2. The OCA Director may consult with the Board in the establishment of written criteria for use in the evaluation of the Executive Director. The OCA Director may consult with the Board concerning findings of the evaluation and in the development of any action plan deemed desirable. If the University does not conduct an evaluation, the Board may conduct its own review of the Executive Director's performance. The University will retain final review and action authority on the Executive Director's performance.

## **Article VI**

### **Standing and Ad Hoc Committees**

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1. Standing Committees of the Board shall be Artistic, Development, Education, Executive, Finance, Marketing, Nominating, and Receptions and Housing. Each committee shall perform those functions suggested by the committee name and as specified by the Board. The President shall appoint committee Chairs and members. The committee chairs, subject to full Board approval, shall develop descriptions of the duties and functions of members of each committee for use in recruiting and assigning new Board members to committee activity.
2. The committee chair, in conjunction with the President, can remove a member from the committee for lack of performance (i.e., "at will removal"). The removal process will be as follows: The "at will" issue (i.e., cause for removal) will be brought to and discussed by the Executive Committee; recommendations of the Executive Committee will be conveyed in writing to the Committee Chair; the removal (if deemed appropriate by the Executive Committee) is then completed by letter communication from the Chair to the impacted member with copy to the Executive Committee. The process is confidential and is not to be discussed with the Board in an open meeting.
3. The President, with approval of the Board, may form ad hoc committees comprised of members chosen by the president for a specified purpose and period of time. The President, with approval of the Board, may form a Long-Range Planning Committee comprised of the chairs of the standing committees as and when deemed desirable.

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**Article VII**  
**Financial Management; Review of Records**

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1. The Southern Oregon University Foundation (“**Foundation**”) receives and disburses all CMC funds. CMC has operating, endowment, and scholarship accounts, all maintained by the Foundation. The Foundation Director of Finance will provide periodic financial reports of CMC’s income, expenses, and account balances to CMC. The Executive Director shall also create and maintain additional financial records in sufficient detail to permit the Board to create and monitor budgets for CMC’s operation. The Executive Director shall reconcile CMC’s records with the reports from the Foundation and will address any discrepancies. The Foundation may review CMC’s books and records.
2. All records of CMC, including but not restricted to books, records, accounts, meeting records, and concert records, shall be open to inspection by members of the Board.

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**Article IX**  
**General Provisions**

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1. The Bylaws shall be amended or revised only by a two-thirds vote of the Board, and with the approval of the Foundation President. Whenever an amendment, repeal, or new Bylaw is adopted, the Secretary shall ensure that the amendment or revision date is entered below the final signature and that the new version of the Bylaws is attached as an exhibit to the Board’s minutes.
2. When written notice to any member is required the Bylaws, such notice may be delivered by United States Postal Service, by hand, or by e-mail. A member will have waived receipt of written notice by signing a written waiver or by return e-mail (addressed to all other members).
3. Any action which the law or the Bylaws require or permit the Board to take at a meeting may be taken without a meeting if a consent in writing setting forth the action taken is signed by all of the members entitled to vote on the matter. The consent, which shall have the same effect as a unanimous vote of the members, shall be filed in the records of the minutes of the next meeting of the Board.
4. CMC will operate on a fiscal year from July 1 through June 30 of the following year.

*The remainder of this page left intentionally blank.*

I certify that these Bylaws were approved by the Board.

Denis Pender  
President, Chamber Music Concerts Board

3-15-16  
Date

I approve these Bylaws.

D. O. H.  
President, SOU Foundation

1/29/16  
Date

Janet Fratelli  
Executive Director, SOU Foundation

1/27/16  
Date

Rev. \_\_\_\_\_



**Return of Organization Exempt From Income Tax**  
 Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)  
 ▶ Do not enter social security numbers on this form as it may be made public.  
 ▶ Information about Form 990 and its instructions is at [www.irs.gov/form990](http://www.irs.gov/form990).

**2014**

**Open to Public Inspection**

Department of the Treasury  
Internal Revenue Service

**A** For the 2014 calendar year, or tax year beginning 7/01, 2014, and ending 6/30, 2015

<b>B</b> Check if applicable: <input type="checkbox"/> Address change <input type="checkbox"/> Name change <input type="checkbox"/> Initial return <input type="checkbox"/> Final return/terminated <input type="checkbox"/> Amended return <input type="checkbox"/> Application pending	<b>C</b> SOUTHERN OREGON UNIVERSITY FOUNDATION 1250 SISKIYOU BOULEVARD ASHLAND, OR 97520	<b>D</b> Employer identification number [REDACTED]	<b>E</b> Telephone number (541) 552-6129
<b>F</b> Name and address of principal officer: <u>JANET FRATELLA</u> <u>SAME AS C ABOVE</u>		<b>G</b> Gross receipts \$ <u>5,740,714.</u> H(a) Is this a group return for subordinates? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No H(b) Are all subordinates included? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If 'No,' attach a list. (see instructions)	
<b>I</b> Tax-exempt status <input checked="" type="checkbox"/> 501(c)(3) <input type="checkbox"/> 501(c) ( ) (insert no.) <input type="checkbox"/> 4947(a)(1) or <input type="checkbox"/> 527		<b>H(c)</b> Group exemption number ▶	
<b>J</b> Website: ▶ <u>WWW.SOFOUNDATION.ORG</u>		<b>K</b> Form of organization: <input checked="" type="checkbox"/> Corporation <input type="checkbox"/> Trust <input type="checkbox"/> Association <input type="checkbox"/> Other ▶	
<b>L</b> Year of formation: <u>1959</u>		<b>M</b> State of legal domicile: <u>OR</u>	

**Part I Summary**

	1	Briefly describe the organization's mission or most significant activities: <u>SEE SCHEDULE O</u>	
Activities & Governance	2	Check this box <input type="checkbox"/> if the organization discontinued its operations or disposed of more than 25% of its net assets.	
	3	Number of voting members of the governing body (Part VI, line 1a).....	31
	4	Number of independent voting members of the governing body (Part VI, line 1b).....	31
	5	Total number of individuals employed in calendar year 2014 (Part V, line 2a).....	0
	6	Total number of volunteers (estimate if necessary).....	84
	7a	Total unrelated business revenue from Part VIII, column (C), line 12.....	0.
	7b	Net unrelated business taxable income from Form 990-T, line 34.....	0.
Revenue	8	Contributions and grants (Part VIII, line 1h).....	1,933,707.
	9	Program service revenue (Part VIII, line 2g).....	1,854,764.
	10	Investment income (Part VIII, column (A), lines 3, 4, and 7d).....	3,961,021.
	11	Other revenue (Part VIII, column (A), lines 5, 6d, 8c, 9c, 10c, and 11e).....	616,005.
	12	Total revenue - add lines 8 through 11 (must equal Part VIII, column (A), line 12).....	6,443,639.
Expenses	13	Grants and similar amounts paid (Part IX, column (A), lines 1-3).....	1,264,949.
	14	Benefits paid to or for members (Part IX, column (A), line 4).....	
	15	Salaries, other compensation, employee benefits (Part IX, column (A), lines 5-10).....	
	16a	Professional fundraising fees (Part IX, column (A), line 11e).....	
	16b	Total fundraising expenses (Part IX, column (D), line 25) ▶ <u>195,036.</u>	
	17	Other expenses (Part IX, column (A), lines 11a-11d, 11f-24e).....	1,724,817.
	18	Total expenses. Add lines 13-17 (must equal Part IX, column (A), line 25).....	2,967,764.
	19	Revenue less expenses. Subtract line 18 from line 12.....	3,475,875.
Net Assets or Fund Balances	20	Total assets (Part X, line 16).....	29,387,435.
	21	Total liabilities (Part X, line 26).....	1,796,866.
	22	Net assets or fund balances. Subtract line 21 from line 20.....	27,590,569.

**Part II Signature Block**

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

<b>Sign Here</b>	Signature of officer	Date	
	▶ <u>JANET FRATELLA</u> Type or print name and title.		<u>EXECUTIVE DIR.</u>
<b>Paid Preparer Use Only</b>	Print/Type preparer's name	Preparer's signature	Date
	<u>STEWART C. PARMELE, CPA</u>		
	Firm's name ▶ <u>KDP CERTIFIED PUBLIC ACCOUNTANTS, LLP</u>	Check <input type="checkbox"/> if self-employed <input checked="" type="checkbox"/> PTIN <u>[REDACTED]</u>	
	Firm's address ▶ <u>640 SUPERIOR CT</u> <u>MEDFORD, OR 97504-6181</u>	Firm's EIN ▶ <u>[REDACTED]</u>	Phone no. <u>(541) 773-6633</u>

May the IRS discuss this return with the preparer shown above? (see instructions).....  Yes  No

CMC FINANCIALS

**CHAMBER MUSIC CONCERTS FINANCIAL STATEMENT 2015-2016**

***INCOME***

Ticket sales	121,104
Membership donations	38,717
Advertisements	4,550
Development-sponsors, grants, events, gen gifts	89,031
Interest	81
Tip Jar	191
Web ticket fees	1,800
Endowment earnings transfer	693
<b>Total income</b>	<b>256,167</b>

***EXPENSES***

Personnel-salary, benefits	90,439
Production (excluding Artistic Fees)	15,528
Artistic fees	96,700
Marketing	15,716
Receptions/Housing	1,904
Education	18,050
Development (excluding Receptions/Housing)	614
Conferences	0
Administrative	17,216
<b>Total expenses</b>	<b>256,167</b>



March 17, 2017

To the City of Ashland Grant Committee:

Enclosed is an application for the Economic Development, Cultural, Tourism and Sustainability Grants for Chamber Music Concerts. The grant request is for support of Chamber Music Concerts' Outreach and Access Program for the 2017-18 season. Our project provides access to world-class chamber music for children, low-income individuals and families, people with disabilities, seniors, Ashland residents, and tourists.

If you have any questions about the application or materials, please call me at 541-552-6154 or email at [schmidtj@sou.edu](mailto:schmidtj@sou.edu). Thank you for your consideration.

Best regards,

A handwritten signature in blue ink, appearing to read "Jody Schmidt", is written over the printed name.

Jody Schmidt

Executive Director



Chamber Music Concerts  
Southern Oregon University  
1250 Siskiyou Blvd  
Ashland OR 97520-5080

541-552-6154  
[www.ChamberMusicConcerts.org](http://www.ChamberMusicConcerts.org)