

Information:

Drawer: Accounts Payable - Invoices

Vendor Number: 1083504

Vendor Name: Chicago Federation of

Invoice Number: DIC4718BEETH

Invoice Date: 04/16/18

PO Number:

Check Number: 0235261

Check Amount: \$ 6.60

Check Date: 04/27/2018

Department ID: 11701

Reviewer Name:

Voucher Number: V0509397

Redaction Type: None

Document Type: AP Invoice-3 Way/Pre-Approved

Document Below

-----  
From: zerrudom@cod.edu  
Sent: Fri Apr 27 10:45:33 CDT 2018  
To: invoicing@cod.edu  
CC:  
Subject: FW: Check Pickup - Chicago Federation of Musicians  
-----

**From:** Junokas, Molly  
**Sent:** Friday, April 27, 2018 10:35 AM  
**To:** Zerrudo, Maria <zerrudom@cod.edu>  
**Subject:** Check Pickup - Chicago Federation of Musicians

Hi Marivic,

Here is the paperwork for the Chicago Federation Check. The last page is the request that went to Brian with the Chicago Fed check listed.

Thanks,

**Molly Junokas**  
*Assistant Business Manager*  
McAninch Arts Center  
630-942-3042 | junokasm@cod.edu

## Chicago Federation of Musicians

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EMPLOYEES

Welcome Ellen!

## Voucher

Voucher Number V0509397  
 Voucher Amount \$6.60  
 Vendor ID and/or Name 1083504 Chicago Federation of

Voucher Status In Progress (Unfinished) AP Type IM Invoices &lt; \$15,000

Voucher Date 04/07/18 Voucher Maintenance Date 04/07/18 Due Date 04/07/18

Invoice Number DIC4718BEETH Invoice Date 04/07/18

Check/Transaction Number Paid Date

**AP VERIFIED**

Printed from document

**04/27/18 - MARIA ZERRUDO**

| Item                   | Vendor | Quantity | Unit | Price  | Extended Price | GL Distribution   | Invoice Number | Tax Codes | Tax Info | Comments |
|------------------------|--------|----------|------|--------|----------------|---|----------------|-----------|----------|----------|
| Union Dues<br>New Phil |        | 1.000    |      | 6.6000 | 6.60           | 05-60-11701-5309001 AUX New Philharmonic/DOT : Other Contractual Services Exp | DIC4718BEETH   |           |          |          |

## Comments

Approval Date Next Approval

Union Dues

Karen Dickelman

NP Concert Beethoven

04/07/18

*Ellen M. Lowman*

OK

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05 60 11701 5309001

65 UNION DUES

NP18 - BEETHVN

Dickelman Dues.

\$ 6.60

04/16/18                      PAYMENT REQUESTS  
 NEW PHILHARMONIC - BEETHOVEN CONCERTOS PAYROLL - 2018  
 SATURDAY, APRIL 7, 2018 AND SUNDAY, APRIL 8, 2018

PAYROLL                      NWPB 05-60-11701-5102003                      NP18\_BEETHVN  
 DUES                        05-60-11701-5309001

NEW PHILHARMONIC - PAYROLL - BEETHOVEN CONCERTOS - APRIL 2018

|    |         |           |       |                 |          |        |          |        |         |        |        |         |        |          |         |          |           |
|----|---------|-----------|-------|-----------------|----------|--------|----------|--------|---------|--------|--------|---------|--------|----------|---------|----------|-----------|
| 37 | 0051766 | Dickelman | Karen | Karen Dickelman | \$400.00 | \$2.64 | \$104.40 | \$4.64 | \$11.60 | \$8.70 | \$0.00 | \$25.00 | \$0.00 | \$556.98 | -\$6.60 | \$550.38 | 16 H 13 M |
|----|---------|-----------|-------|-----------------|----------|--------|----------|--------|---------|--------|--------|---------|--------|----------|---------|----------|-----------|

*\*2 COPIES TO SIGN\**

**CONTRACT APPROVAL COVER SHEET**

Contract Name: Community Symphony Orchestra Agreement/Chicago Federation of Musicians Contract 2018-19

Requesting Department: The MAC Date Initiated: 01/11/18

Contact Name: Diana Martinez/Ellen McGowan Phone: 3007/3009

Email Address: martinezd59@cod.edu/mcgowan@cod.edu

Vendor Name: Chicago Federation of Musicians Phone: 312-782-0063

Vendor Contact: Leo Murphy Email: lmurphy@cfm10208.org

Total Contract: \$ VARIABLE. 3% (musician paid), 2 per 11-99 pension (MAC paid) 5 musician per concert Contract Dates: Start: 01/01/2018

FY Budget \$ \_\_\_\_\_ End: 12/31/2019

Vendor 1: Name Sole Source Quote: \$ \_\_\_\_\_

Vendor 2: Name \_\_\_\_\_ Quote: \$ \_\_\_\_\_

Vendor 3: Name \_\_\_\_\_ Quote: \$ \_\_\_\_\_

Contract Purpose: Union Contract for New Philharmonic Orchestra Members (Chicago Federation of Musicians, Local 10-208) to cover period: 01/01/18-12/31/19.

Contract Type: ☒ Independent Contractor ☐ Service Agreement ☐ Lease  
☐ Construction ☒ Other

Has the College contracted with this vendor in the past or is this a renewal or extension of a previously approved contract? ☒ Yes ☐ No (If YES, attach a copy of the relevant agreement.)

Are required support documents attached? (see page 2) ☐ Yes

I certify that I have read and understand the terms of this agreement and have appropriate authority to submit this agreement on behalf of my department. I further certify that the agreement is complete and includes all exhibits, attachments and pages.

Print

Sign

Requester: Ellen McGowan

Budget Mgr.: Ellen McGowan

Dept. Adm.: Diana Martinez

*Ellen McGowan*

*Ellen McGowan*

*Diana Martinez*

Submit to Purchasing in Berg Instructional Center (BIC), Room 1540 or email to [purchasing@cod.edu](mailto:purchasing@cod.edu).

Purchasing Dept. Use Only

Comments OK

Approval Initials EM 1-23-18

## COMMUNITY SYMPHONY ORCHESTRA AGREEMENT

This agreement between the Chicago Federation of Musicians, Local 10-208 ("Union"), and **NEW PHILHARMONIC ORCHESTRA** ("Employer"), relates to musicians engaged by Employer on a concert-by-concert basis to complement and enhance the regular members of the orchestra ("Supplemental Musicians").

1. Each Supplement Musician will be compensated according to the applicable Union Wage Scale of eighty dollars (\$80.) for each performance and sixty dollars (\$60.) for each rehearsal for the performance. Payment for the concert and preceding rehearsal will be made within 8 days after the concert.
2. The Employer will adhere to all applicable Bylaws and work rules of the Chicago Federation of Musicians and the American Federation of Musicians of the United States and Canada.
3. The Employer's failure to comply with the terms of this Agreement will result in its termination effective upon written notice from the Union.
4. The Employer will deduct 3% work dues from the wages payable under paragraph (1) above and remit them to the Chicago Federation of Musicians, by check made payable to the Chicago Federation of Musicians within 8 days of the performance.
5. The Employer will contribute to the American Federation of Musicians' and Employers' Pension Fund (the "Fund") in accordance with the contribution schedule of the Rehabilitation Plan adopted by the Board of Trustees of the Fund on April 15, 2010 (the "2010 Rehabilitation Plan"), which is incorporated herein. The EMPLOYER shall pay the Fund an amount equal to Eleven and ninety-nine hundredths percent (11.99%) on behalf of each Supplemental Musician of wages paid under paragraph (1) above. The Employer agrees to comply with the terms and conditions of the Agreement and Declaration of Trust Establishing the American Federation of Musicians and Employers' Pension Fund (as it may be amended from time to time), which is incorporated by reference into this Agreement. All contributions shall be paid by check payable to the Fund and sent to the Chicago Federation of Musicians no later than five days following the date of the performance for which contributions are made, along with a remittance form showing the Employer's name and address, the type of engagement; the engagement start and end date(s); and, for each musician for whom pension is paid, the musician's last name, first name and middle initial, social security number, wages paid, and pension contribution amount.
6. Recordings may be made only for archival or study purposes and only if the Employer executes a separate archival agreement provided by the Union. Any other recording or use of recorded material may be done only if it is in accordance with the terms and conditions of the applicable American Federation of Musicians agreement, which is expressly incorporated herein.

Revised 12/08/17

7. This Agreement shall commence on **JANUARY 1, 2018** and, is subject to the provisions of paragraph (3) above.

8. This agreement shall terminate on **DECEMBER 31, 2019**.

Community Symphony Name: **NEW PHILHARMONIC ORCHESTRA**

Address: **MC ANINCH ARTS CENTER 425 FAWELL BLVD. # 201**

City: **GLEN ELLYN** State: **IL** Zip **60137**

By:  Date: **1/25/18**  
~~PAULA CEBULA, MANAGER~~  
**BRIAN CAPUTO, VP ADMINISTRATION & CFO**

Federal Not for Profit I.D. # \_\_\_\_\_

Chicago Federation of Musicians

By:  Date: **12-7-17**  
**LEO MURPHY**  
Vice-President

P.S. Please be aware that a Standard Musical Services Contract and Pension/Work Dues report must be filed with Local 10-208 for all engagements using our members. Failure to do so, may result in the termination of your Community Symphony Orchestra Agreement.

Revised 12/082017

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Community Symphony Name: **NEW PHILHARMONIC ORCHESTRA**

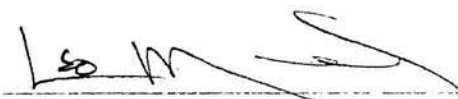
Address: **MC ANINCH ARTS CENTER 425 FAWELL BLVD. # 201**

City: **GLEN ELLYN** State: **IL** Zip **60137**

By:  Date: **1/25/18**  
~~PAULA CEBULA, MANAGER~~  
**BRIAN CAPUTO, VP ADMINISTRATION & CFO**

Federal Not for Profit I.D. # \_\_\_\_\_

Chicago Federation of Musicians

By:  Date: **12-7-17**  
**LEO MURPHY**  
Vice-President

P.S. Please be aware that a Standard Musical Services Contract and Pension/Work Dues report must be filed with Local 10-208 for all engagements using our members. Failure to do so, may result in the termination of your Community Symphony Orchestra Agreement.

Revised 12/082017

December 8, 2017

Paula Cebula, Orchestra Manager  
New Philharmonic Orchestra  
Mc Aninch Arts Center  
425 Fawell Boulevard, #201  
Glen Ellyn, IL 60137

Dear Paula,

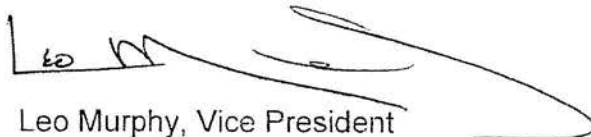
It's time to renew your Community Orchestra Agreement for January 1, 2018 through December 31, 2019. The rates will remain the same as the last contract.

Rehearsal \$30.00  
Performance \$80.00

The pension rate is now **11.99%**. Please make a note of this when preparing your work reports.

It is a pleasure to have your organization on board with the Chicago Federation of Musicians. Please feel free in giving me a call if there is anything I can do for you. Enclosed are two agreements. Sign one copy and return it to me keeping the second one for your files.

With best regards,

  
Leo Murphy, Vice President  
Enc.

MEMO TO: Brian W. Caputo  
FROM: Ellen McGowan  
Business Manager, Arts Center  
DATE: April 20, 2018  
SUBJECT: Request for Manual Checks 2

Brian,

Please approve the manual check requests for payment to:

|  |        |
|--|--------|
| A.F.M. & E.P. Fund (Pension New Phil 04/07/18)                     | 633.12 |
| Chicago Federation of Musicians (Dues Dickelman New Phil 04/07/18) | 6.60   |

We cannot wait until the next check run on May 11.

Thank you for your help and understanding.

Ellen McGowan

Attachments