Vancouver Master Chorale
Board of Directors
Meeting Minutes
11/7/2023

Members present: Dave Lawley, Dennis Haberkamp, Min Kuang, Jaz Bielby, Susan Pautz, Sonya Sigler, Katherine Nitsch

Members absent: Cara Hernandez

Director present: Jana Hart

Guests present: Amy Christenson, Dan Warner, Bill Reed

Call to Order - The meeting was called to order at 7:03 pm

Agenda - Katherine

Agenda used as sent out.

Minutes - Sonya

A motion was made by Katherine and seconded by Dennis to approve the October 3, 2023 meeting minutes as presented. The motion was approved.

Treasurer's Report – Dennis/Dave

Income of $7,198.24, Expenses of $1,914.25 for ending balance of $45,285.93; Savings plus interest is $28,696.08, Columbia balanced fund $38,982.36 – total of $112,964.37

Budget updated based upon last month's discussion.

A motion was made by Sonya and seconded by Katherine to approve the Treasurer's Report as presented, which was approved.

Director's Report - Jana

Skyview rent is still TBD.

Rehearsal schedule through January sent out. Tom Nadal will organize the moving of the harpsicord and risers. Youth scholarship event will be March 20th and amounts remain the same this year. Introduce new people as appropriate during rehearsal.

Other Committee Reports

<u>Membership</u> – Susan

Susan will address choir concert dress code and assess need to order cummerbunds and bowties or send participants to a particular store.

Marketing - Min

Tom said he submitted our concert info to all the online calendars in the area. He emailed Benedict Sheehan with questions and will write up an interview as appropriate. Music notes and program notes can be used on Social Media. Tom will also help with content for newsletter. Min is asking for help with social media content to disperse and share. Videographer has conflict for May concert and we need to find someone else – difficult if less than $1,000 devoted to it. Also will reach out to a different graphic designer for next Youth Scholarship poster, try something new. Donor logos need to be sent to Min (for program) and Jaz (for website).

Technology – Jaz

Tickets – Bill volunteered to help with selling tickets to the choir at rehearsals. Jaz, Amy, and Bill will get together before rehearsal Monday 11/13 to hand over this process. Online process will be done by Amy and Jaz.

Business – Dennis, Dan

Grant submitted to Cowlitz tribe and we will hear in January. City of Vancouver is a reimbursement. ArtsWA will be announced at first of the year 2024.

Concerts – Cara

Front of the house person Roxanna will receive training (by a non-singer). Roxanne and Nick will be helping, plus 4 others who volunteered at rehearsal. Security person is lined up.

Travel – Paulette, Kathleen, Dennis

37 people signed up so far. Dennis is chasing docs and $ for these commitments to meet the early bird deadline. Concert attire for Costa Rica will be addressed with participants.

Old Business

Email marketing (Tom and Mark not here for this part of the discussion). Sonya gave an update on MailChimp implementation and a demo. Audience/ticket contacts will be added next. Donor info will also be added when Sonya receives it. Sonya will follow up with Linda to understand the email situation. Test messages were not received except for director@vancouvermasterchorale.com

Website updates – Sonya volunteered to put together a strawman for a new website (WordPress, not custom as current site); current host is siteground via Tucows (with current URL expiration 6/6/2024)

Action Items

Jana – Skyview rent/contract

Sonya – Contact Linda re email, website; update Mailchimp with ticket purchasers info (received from Amy) and donors (info from Dan)

Susan – will address choir re dress code and cummerbund, bow tie situation.

Min/Jaz – share composer's introduction info for us to share out on social media

Announcements

Next BOD meeting is Tuesday, December 5th at 7:00 p.m. at Sonya's house (potluck)

Adjourn

A motion to adjourn was made by Sonya and seconded by Katherine. The motion was approved. The meeting was adjourned at 9:01 pm.