Vancouver Master Chorale
Board of Directors
Meeting Minutes
3/5/2024

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

Members absent: Sonya Sigler

Guests present: Tom Paulu, Bai Pham, Doug Friend

Call to Order - The meeting was called to order at 7:00 pm

Agenda – Katherine - The agenda was used as sent.

Minutes – None up for approval.

Treasurer's Report – Dennis/Dave

Dave presented the treasurer's report (as emailed) and the 2023-24 budget. Receipts for Feb concert exceeded expectation of $6K at $8515. Current Balance $121,492 comprised of $30K (grants); Columbia Balanced Fund of $46K; and Checking Acct of $69.9K. Discussed where to use the Arts Fund/Accelerator grant of $11.9K. Board agreed to purchase wearable 75th Anniversary pins for appx $5 each ($4.75 plus tax) for entire choir before the May concert. Hats with VMC logo can be ordered by entire choir through same vendor (cost appx $18-20). Peterson and Associates agreed to help with tax forms as needed given our medium size with grants.

Director's Report – Jana

Skyview contract- cost of rental is still unknown and contract to be sent in May. Sketch of stage and logistics presented by Dennis and Jana following a meeting with stage manager (accompanied by Jonathan. Dennis concerned about logistics of trucks needs due to weight of risers needing transport to Skyview as well as storage location if they must be taken down between Tuesday night and Saturday morning. Grant status- Accelerator Grant (Paul Allen) which requires mostly financials and demographic info was submitted by Jana and Dennis. Jana plans to apply for four grants soon!

Concert Programming and Dates for 2024-2025 Season

1. Verdi Requiem with the Southwest Washington Symphony

Saturday, October 19 at 7pm, at LCC, Rose Auditorium, Longview
Sunday, October 20 at 3pm, Skyview Auditorium, Vancouver
Rehearsals-
Monday, Oct. 14 at Skyview 7 pm choir, solos with orchestra
Tuesday, October 15 at Skyview 7 pm choir and soloists only
Friday, October 18 at 7 pm Rehearsal at LCC with orchestra, choir, solos

2. Christmas Joy Concert
Saturday, December 7 at 7 pm
Sunday, December 8 at 3 pm
First Presbyterian Church Vancouver
Rehearsals-
Monday December 2 at 7 with orchestra
Tuesday December 3 at 7 with orchestra

3. Spring Concert – Haydn Meets Basin Street
Saturday, May 3 at 7 pm
Sunday, May 4 at 3 pm
First Presbyterian Church, Vancouver
Rehearsals-
Monday, April 28 at 7 pm
Tuesday, April 29 at 7 pm

Other Committee Reports

Membership – Susan

Choir is capped at 105 for May concert. Attendance policy and dues for next season are up for discussion. Annual Membership Meeting is scheduled for May 21st at Doran Hall.

Marketing – Min

Tom's write up for May newsletter went to entire choir. Discussion of how many tickets and brochures to purchase: 1500 brochures (price change at each 500 amount). Jaz will send Min the number of remaining tickets she has to determine number of tickets to print. Min will send the important date for submitting completed brochure information to avoid expensive late fee/rush fees that VMC paid last concert. Min talked about a photo backdrop idea which would be a focal centerpiece as patrons enter Skyview Commons. Also, Min plans to have poster size 75th anniversary visuals near the ticket tables.

Technology – Jaz

Eventbrite will be used for tickets going forward beginning next Fall. Bai is helping with certain aspects of the concert (visuals) and is willing to help going forward.

Business – Dennis

WashingtonGIves24 is a lower priority now given everything else we have going on.

Concerts – Cara

Mayor Anne McEnerny-Ogle and State Senator Annette Cleveland are available to introduce the May concerts. Mailchimp has been set up for past ticket purchasers and can be used going

forward. Logistics for May concert discussed, especially riser transportation. No issue with security in February. Will call improved from last time but looking to improve a few lists (comp tickets, alpha order) to move people through the lines faster. Need to make sure P.O.S. machine is working prior to concert plus have a backup plan. Need at least a volunteer coordinator/person to stay in commons or near auditorium exit doors (many guests have questions during the concerts). Need a plan for cash box storage during concert. Need help setting up and taking down ticket and will call tables so more volunteers will be needed for this concert.

Travel – Doug, Kathleen, Paulette, Dennis

Airline reservations need to be made soon as prices are going up. Third payments have been made with a few outstanding. Great work keeping these fast-moving budget items organized. One couple dropped out but filled quickly by another group. Board agreed to allot $10K stipend from the $40K 'travel fund' for approximately $12.5% travel credit to 30 Costa Rica travel choir participants which covers at least $250 per member, clothing items (red or gray shirts) of $750 total and credit card fees of appx $1K.

Good of the Order - None

Announcements - Next BOD meeting is Tuesday, April 2 at 7:00 p.m. via Zoom.

Adjourn - The meeting was adjourned.