VMC Board Meeting
January 13, 2026

Present: Robin, Dennis, Bai, Susan, Andrew, Philip, Tom, Jonathan, Valerie, Geri
Guests: Katherine, Robert, Rebekah

Call to order, 7:00
Agenda - Robin: motion to approve agenda passed.
Minutes - Geri: motion to approve minutes passed.

Concerts - Valerie

- Tom has engaged the videographer we used in 2024 for the March concert, Chris Cannon, at $500.
- It was noted that security staff arrived late during the last concerts.
- Dennis will ask the church whether we need to pay the church for use of projection equipment. Bai offered to ask Jim to volunteer for operating slides. Philip said that VMC needs to supervise the slides for accuracy.
- Valerie mentioned wanting to discuss the issue of offering water and snacks to concertgoers. Susan talked about options.

Treasurer - Andrew

Financial Reports: The financial reports were reviewed. The organization's overall cash position remained relatively stable, reflecting limited activity following the December concert. The most notable expense was the annual renewal of GiveSmart (year 2 of 3), which has been paid. The Threadneedle investment account increased by $3.3k for the first half of the fiscal year, primarily due to $2.4k in dividend income and a $0.8k gain in market value.

- Revenue Update: December concert ticket sale income was favorable to budget by $2.5k. However, Member Dues are currently under budget, largely due to lower-than-anticipated choir enrollment.
- Compliance Deadlines: Donor acknowledgement letters for donations $250 and above must be mailed to donors by Jan 31st. 1099-NEC and 1099-MISC forms must be mailed to the recipients and filed with the IRS by Jan 31st.
- Budget Reforecast: The originally budgeted surplus has shifted to a projected deficit of approximately $7.3k due to anticipated grant funding not materializing. A mid-year budget reforecast is needed to clarify the financial outlook for the remainder of the fiscal year. The Treasurer will be reaching out to relevant Board members to review their areas' expected income and expenses and to recommend adjustments where needed.

Director - Philip

- Hailey is not able to make jumpstart and a paid sub, Margaret Green, would cost $150. $150. It was decided that she would be paid from the Accompanist budget allocation.
- He received a request from a San Francisco choir that plans to tour, regarding a joint concert Memorial Day weekend. This wouldn't work well with our schedule so he turned it down.
- Victoria is looking for a timpanist to replace the player who passed away. To avoid extra cartage fees, permission is needed from the church to stow percussions in the bell room. Philip believes they'll be safe there.

Social media - Valerie

- The committee's first meeting is on Thursday 1/15. They request that the Board and choir members send in any material to be posted by the meeting day.

Development - Dennis

- The committee has compiled a list of historical grant possibilities plus a list of prior donors.
- The practice of Customer Relations Management was discussed.
- In the future, Sponsors and donors will opt in to receiving season tickets by checking a box on a form or contacting the VMC directly

Membership - Susan

- No date has been set yet for the first Membership Committee meeting.
- It was confirmed that we have enough tablecloths.

Marketing - Tom

- The date fliers will be available was discussed. Andrew will send Tom his committee's budget line items.
- The program deadline is January 26. The program goes to the printer on February 9. Robin pointed out the need for two deadlines, initial and adjusted.
- Tom has put his informational documents related to advertising on the Google drive, for future reference.
- Through a survey of concert participants that was given out along with programs in the December concert It was learned that most concert attendees learn of the concerts by word of mouth first, with Mailchimp second. The one other choir that responded to his survey found the same thing.
- Andrew pointed out that Mailchimp budget limits the number of addresses on the list. There will be further discussions about Mailchimp expenses.
- The costs of ads in The Columbian were discussed, with the possibility of using this again for the March concert.

- The distribution of fliers was discussed. Robin suggested that she might ask for members' addresses in various parts of the city, then request members try to post fliers nearby. Philip believes that the current fliers aren't vibrant enough to attract younger audiences.

Tech - Bai

- The website donation pages are up.
- He is pleased with the work Mark has done, including embedding the videos.
- The organizational email addresses were discussed. He explained how to use email aliases

Old Business

- The feasibility of providing a better speaker for the cry room was discussed, including the technicalities of possibly using Bluetooth with Darcy's equipment.

New Business

- Robin noted the free and low cost nonprofit education opportunities listed in the agenda, and that she and Andrew will be taking a seminar on strategic planning.
- Andrew would like to hear Philip's overall vision for the chorale, for budget planning purposes.
- Jonathan has reviewed the insurance policy and will contact other choirs for comparisons.

Motion to adjourn passed.
Next meeting is Feb. 10