

The Choral Art Society

Board of Directors Meeting

November 4, 2015

Attending: Barbara Kapp, presiding; Michael Boyd, Christy Comeau-Pierce, Melissa Duffy, Andrea Graichen, Marshall Green, Mark Johnson, David Nicklas, Carolyn Paulin, Elizabeth Serrage, Richard van Bergen, Sam Wilson, Bob Russell *ex officio*, Kathy Grammer *ex officio*, Gail Knowles *Manager*

Barbara called the meeting to order at 8:35 am.

Consent agenda:

The following items were presented as part of the Consent agenda: Minutes of September 3, 2015 Board Meeting; Minutes of October 19, 2015 Membership Meeting; Executive Director's report; Development Committee report; Manager's report (see all attached). It was moved by David, seconded by Mark to accept the reports as presented. The motion was passed unanimously.

Finance report: David reported that investments in our portfolio are stable in spite of market volatility, as our investments are quite conservative. He explained that we will be seeking better fees for management of our portfolio. The budget is on track for the time of year (see attachments). The manner of recording both gifts and membership dues was discussed. Kathy mentioned that ticket sales for Christmas at the Cathedral and Epiphany are being recorded already, though the ad campaign is just beginning. Carolyn moved to accept the Finance report, seconded by Melissa. The motion passed unanimously.

Special Events Committee report: Melissa Duffy reported that a fundraising/friendraising event called "Prelude to Spring Song" is being planned for April 27, 2016, at Camp Hammond in Yarmouth. There will be heavy hors d'oeuvres and a cash bar. The evening will include a brief musical program, planned by Bob, and a raffle of 1-3 items. Fees and donations were discussed, with the following fees confirmed by the Board:

CAS members and guests \$25

Non-members \$50

Host Committee (single) \$65

Host Committee (couple) \$125

It is assumed that Board members will participate in the Host Committee.

Music Director's report: Bob described planned upcoming activities. The Berlioz concert was considered an artistic success. A discussion took place about how to provide outreach

education, and Bob pointed out that it is difficult to accomplish much because of CAS's basic structure.

New Business: Andy suggested that we consider adding a food drive to the annual Summer Sing, much as we do for the *Messiah* Sing-Along in December. It was decided that we have a table available for donations of food and cash to Project FEED but not turn over admission fee proceeds to Project FEED, as we do after the *Messiah* event. Barbara noted that Gorham Savings is sponsoring both community sings this year.

The next meeting will be March 2, 2016 at 8:30 am.

The meeting was adjourned by unanimous vote at 9:30 am.

Elizabeth Serrage

Secretary