

CHORAL ART SOCIETY

Board of Directors Meeting Minutes

June 10, 2015

Attending: Michael Boyd, Christy Comeau-Pierce, Andrea Graichen, Marshall Green, Mark Johnson, Barbara Kapp, David Nicklas, Carolyn Paulin, Heidi Seitz, Elizabeth Serrage, Richard van Bergen, Sam Wilson, Kathy Grammer

Absent: Melissa Duffy, Robert Russell

The meeting was called to order by president H. Seitz at 8:35 AM

Executive Director's Report- (see attached) Kathy stressed the most important points of her report, including the stellar musical experiences of the past year. Alliance with FOKO with changes in structure and managerial position have worked well but are still in transition. There is a need to reconsider staff hours worked. She stressed the importance of the need for communication between Music Director, Executive Director & all committee chairs for the best working relationship with the office staff. She recommends a new website. She is speaking with Judy Thibeau who does FOKO website, as using the same platform for both organizations will make updating easier. Concerning ticket sales – different platforms are being considered for use on the website. Membership & other records need to be improved. Reasons for changes are inefficiency, overall look & branding, and cost and complexity of making changes in current website. The estimated cost of such a new website is about \$4300. Foundation grants will be investigated to help with the cost. This amount will be incorporated into the budget for next year. R. van Bergen moved that the board empower the task force to make a decision with cap of \$5000. The motion was seconded by C. Paulin and passed unanimously.

It has been recommended that we engage a bookkeeper and the board was asked to approve hiring Peter Eiermann, for 4 hrs /month. Peter is working for FOKO & will be working as an independent contractor at considerably lower cost than we currently pay. It was moved by R. van Bergen seconded by M. Johnson to engage him as bookkeeper. The motion passed unanimously.

Development Committee –(see attached) – Barbara reports that we have raised \$30,000 with our annual appeal, which is \$10,000 over the budgeted amount. We have a season sponsor of \$7,500 for next year. Grants for general operations are being sought, and those who support overseas ventures. Special events committee has been at work and is considering an event next spring – a “friend raising” event among membership rather than a purely fundraising event. The goal is to start this type of

event which will eventually become a fund raiser. Discussion included importance of this being somewhat of a fundraiser as well because of the work that will be involved. Michael Boyd will be new chair of the Development committee.

Treasurer's report – (see attached) David reported that we are over on annual fund income, under on expenses, so we may have slight net profit this year. We may have the problem of money to spend. Finance committee will meet soon to discuss improvements in accounting and investment practices as well as preliminary budget and music director's salary.

It was moved by B. Kapp, seconded by R. van Bergen, that we continue Bob's contract with an additional \$1,000. The motion was passed unanimously.

Music Director & Advisory committee report – (see attached) Heidi noted that Bob is asking to do the Bach b minor mass with the Masterworks Chorus in 2018, projecting a \$13-17,000 net loss. It was recommended that this suggestion should come first to the music advisory committee for discussion before presenting to the full board.

President's Report – Heidi thanked all who made her job so enjoyable and welcomed Barbara Kapp as our new President.

New Business – Mark Johnson noted that our 50th anniversary is on the horizon and we should be seeking possible ways to mark this!

The meeting was adjourned at 9:45 AM

Elizabeth Serrage

Secretary