

The Choral Art Society

Board of Directors Meeting

March 1, 2017

Attending: Barbara Kapp, presiding; Michael Boyd, Christy Comeau-Pierce, Andrea Graichen, Marshall Green, Mark Johnson, David Nicklas, Carolyn Paulin, Melissa Rodrigue, Heidi Seitz, Elizabeth Serrage, Bob Russell *ex officio*, Brooke Hubner *ex officio*, Gail Knowles *Manager*

Barbara called the meeting to order at 8:30 am.

Consent agenda:

The following items were presented as part of the Consent agenda: Minutes of November 9, 2016 Board Meeting; Executive Director's report; Development Committee report; Governance Committee report; Manager's report. It was approved by unanimous consent.

Finance Report (attached): David presented and explained our financial position as of January 31, 2017. He commented that he plans to release a Financial Statement monthly for better ongoing understanding of ChoralArt's fiscal status.

Music Director's report (attached): Bob distributed the proposed program for the 2017-18 season, which has been approved by the Music Advisory Committee. It was suggested that we might present part of the European Tour concert locally for exposure and perhaps advertise it on the ChoralArt website, especially as the tour group will be giving a short concert at Williston-Immanuel United Church on Sunday, July 9.

Other Business:

Bylaws proposal (attached): Heidi explained that Richard van Bergen had reviewed the current bylaws and felt they were adequate with the addition of one proposed change regarding appointment of the Executive Director. A discussion ensued, and it was felt that there were other areas to be considered, since some are out of date with current practices. It was generally agreed that we need less specificity regarding meeting dates and committee makeup, and a need for the ability to appoint ad hoc committees. The timing of Directors' terms might also be considered. Suggested changes will be distributed by email, so that they can be ready for presentation at the annual membership meeting on April 10.

It was suggested that it may be time to review the strategic plan, which is now in its third year. Mark will begin this project. And Heidi will begin a review of the "Policies & Procedures" document.

Business Sponsorship Committee: Melissa reported that we were late to solicit corporate sponsors last year and emphasized that it is now time to begin asking for next season. She encouraged all Board members to help with this effort. We will also be doing some joint fundraising with FOKO, as previously discussed.

The next meeting will be the Annual Meeting of the Board on Wednesday, June 14, at 8:30 am. We will meet at KeyBank, One Canal Plaza.

The meeting was adjourned at 9:30 am.

Elizabeth Serrage

Secretary