



Board Meeting Minutes  
December 11, 2017

Present: Cindy Runkel, Dan Kullas, Cynthia Phinney, Jim Bock, Brian Leatherman, Norm Haglund, Doug Van Hee, Margaret Beardall, Tom Reiners, John Chamberlin, Nancy Lauth, Gloria Srikijkarn (Sop I section leader), John Wollan, (Bass section leader)

Meeting called to order 6:30 p.m.

1. Review and approval of amended minutes
2. Financial (Doug)
  - a. Discussion of accounting variance.
  - b. Choir is doing well financially across the board.
  - c. Committee chairs need to send Doug an email to confirm review of their respective monthly Transaction Detail Report entries.
  - d. Please do not give loose cash to Doug – put in an envelope and identify source.
3. Leatherman Report
  - a. Margaret reported on the Nov. 18 Artistic Committee meeting. The 2018-2019 programs were summarized (See Leatherman December report.)
4. Executive Director (Cindy)
  - a. Cindy is gleeful to now have a solid Ticketing & Box Office team in place, led by volunteer, Rohn Goldstein; final reporting of December concert results will be forthcoming.
  - b. December concert revenue: Friday 512 + 19 volunteers; Saturday 429 + 26 volunteers; total of 986. Gross revenue \$13,000+.
  - c. We had 53 volunteers, to whom we owe so much.
  - d. Although Bethany has a maximum of 650 capacity, we have lost 140 seats (extra chairs), so it is difficult to determine how many tickets can be sold. More study is necessary.
5. Committee Reports
  - a. Marketing (Jim)
    - i. The photographer for the Friday concert did a good job with posed and candid shots.
  - b. Membership (Dan)
    - i. Tote bags arrived by dress rehearsal meeting. They will be available at January rehearsal. We expect to break even.
  - c. Outreach (Cynthia)
    - i. 5 comp tickets were made available to two members (plus guests) of the Arapahoe County Cultural Council.
  - d. Executive (Norm)
    - i. Liability insurance and insurance on CCC-owned equipment are renewed. Norm, Cindy and Brian will meet soon to discuss specifics of a formalized agreement to use with our concert collaborators.
6. Old/Unfinished Business
  - a. Discussion continued regarding efforts to maintain and improve voice and artistic quality. Section leaders Gloria, Nancy and John were present.
  - b. Discussion of process for preparing 2018-2019 budget will be scheduled for the February 2018 board meeting agenda.

Meeting adjourned at 8:30 p.m.