



**Minutes
Board Meeting February 11, 2019**

Attending: Margaret Beardall, Brad Folsom, Tim Gesler, Cady Girten, Norm Haglund, Kent Hugill, Dan Kullas, Nancy Lauth, Brian Leatherman, Tom Reiners, Cindy Runkel, MK Schnese

Meeting called to order at 6:30 p.m.

1. Minutes approved
2. Financial Statement –MK
 - a. Discussion of MK's report. The \$7,000 shortfall in budget was anticipated
 - b. MK asked that all committee chairs start thinking about their 2019-2020 "wish list" for purposes of our upcoming budgeting process
 - c. MK needs Kavi and Steve's worksheets
 - d. In addition to handling member ticket sales, Kathleen Meier has offered to become more involved in box office activities as needed; Cindy has advised Rohn Goldstein, our volunteer Box Office Manager
 - e. Treasurer should be able to access PayPal
3. Leatherman Lowdown
 - a. Kaia has some student conductor applications for Brian (May concert)
 - b. We are okayed for concert dates at Bethany in 2019-2020 with Forrest
 - c. We have requested retreat dates at Bethany
4. Executive Director – Cindy
 - a. Discussion of distributed December 2018 box office report
5. Committee Reports
 - a. Artistic (Margaret)
 - i. Meeting was held 2-9-19.
 - ii. We will not do Verdi Requiem May 2020 with APO. Committee brainstormed a "Kings and Queens" theme
 - iii. October 2019 is our 40th anniversary
 - iv. Working on filling in 5-year plan blocks
 - v. In 2021, on 20th anniversary of 9-1-1, plan to perform the Armed Man Mass. Possible SCFD project
 - vi. Brian introduced topic of renting a Robert Shaw bio film (\$500) to show as a fundraiser
 - b. Development (Kent)
 - i. YTD donations are \$16,900, an increase of \$2,800
 - ii. Network for Good has made an anonymous PayPal donation. Kent will ask Carol for any detail that might allow us to acknowledge this contribution
 - iii. Tagawa will sponsor March 2019 concert. Will gift cards be sold at that concert?
 - iv. Colorado Gives survey was completed in January
 - v. SCFD application is due March 12, 2019

- c. Marketing (Brad)
 - i. Discussion of the KVOD-CCC relationship, supporting each other ad promo
 - ii. Amazon Smile account has been set up for purchases of ticketing supplies
 - iii. Cindy asked about conducting an audience survey this May, emphasizing the importance of doing this regularly for purposes of annual SCFD grant applications (Kent concurred). The board decided to postpone doing anything on this until next season's October concerts, at which time Brad will coordinate methodology.
 - d. Membership (Dan K)
 - i. January dues collections are up to date, with the exception of 6 members whose status is unknown. If these members are not singing the March concerts, dues will be collected if/when they return in March for May concert rehearsals.
 - e. Outreach (Dan Meyer absent, Tom Reiners reported)
 - i. Bethany is working on emergency procedures information. We need to know responsible parties in case of emergency
 - f. Production (Tim)
 - i. A rental truck and moving team have been lined up for transporting risers to the Cathedral Basilica for Thursday's evening rehearsal (2/21) and Sunday's afternoon concert (2/24)
6. Unfinished/Old Business
- a. 2019-2020 open board positions to fill: Lisa Blunck has accepted nomination for Vice-President; Nancy as Secretary; Trevor Girtten as President-Elect. Dan Kullas and Tim Gesler are working to recruit possible nominees for Membership and Production Committee Chair positions effective for 3-year terms beginning July 1, 2019. Cindy requested that this topic remain on our monthly meeting agendas until we have confirmed candidates for all open board positions.
7. New Business
- a. The Board approved for MK to move \$8,000 from checking to money market in February
 - b. The Board approved Margaret's request to include 2 CCC season tickets in a fundraiser basket for a Women's Education Auction in June 2019
 - c. The parent organization of Brian and Cindy's Encore Chorales - Encore Creativity for Older Adults - is selling music from its library for a small fee plus shipping costs. Brian and Cindy will be getting some pieces for their Encore choirs and Brian also suggests acquiring some appropriate repertoire for CCC, all of which is to be put in CCC's music storage facility.
 - d. Dan K. stated that membership committee needs to know in advance of expenses charged to the committee. (Referring to expenses incurred by the UK Travel Committee) Should this be a future line item?
 - e. Showcase Concert 2019-2010. Jann Folsom has offered to chair next season's Showcase event. She will determine with Greg (who will be fully retired next year) if February is a good month and also explore dates and room availability at Bethany through Brian/Forrest Guittar. Jann and Cindy have discussed and recommend conducting a written survey of choir members to determine level of interest in holding Showcase; 100% (anonymous) participation will be requested. The survey will be conducted as soon as Bethany date information is received/confirmed and can be communicated on the survey.
8. Meeting adjourned at 8:25 pm

Respectfully submitted,

Nancy Lauth
Acting Secretary