



**Minutes
Board Meeting April 8, 2019**

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

Meeting called to order at 6:30 pm

1. Minutes approved as corrected
2. Financial Statement – MK
 - a. No financial statement this month
 - b. Please use MK's budget request form. Email any questions to MK
 - c. MK, Cindy & Kent are working on revisions to financial procedures and will be emailing these to the board within 2 weeks for review on May 13 board meeting
 - d. Jann Folsom will be replacing Carol Bradley as bookkeeper. Cindy proposed to offer Jan a monthly retainer rather than hourly compensation
 - e. MK will draft an email and send to the chorale with weekly announcements that all incoming funds need to go through MK as treasurer, Expense reimbursement requests go to the appropriate committee chair for review/approval and proper account coding, with a copy to MK.
 - f. Tom and MK will call Carol no later than April 22, requesting financials by June 30 (end of fiscal year)
3. Leatherman Lowdown
 - a. Brian gave a CCC donation check to MK
 - b. Choral Scholars: Their first rehearsal was March 26. So many rehearsals will be missed by some students, that several will not perform May 2019 concert. Brian will ask in the future for scholars to sign an attendance policy. One scholar suggested that a May concert is not the best time for high school students, as too much is going on for them
 - c. Brian met with Jacinda Bouton of Lone Tree Symphony. CCC is invited to be part of their December 2019 concert. Tentative plans are for more of a collaboration in December 2020, and possible plans for a performance of Mass for the Armed Man in 2021.
 - d. April 6 retreat went well
4. Executive Director – Cindy
 - a. Cindy will submit a request to use the STAR meeting room for 2019-2020 monthly board meetings (all agreed with 2nd Monday of the month from 6:30-8:30 pm).
 - b. Directors & Officers Liability Insurance was discussed. Cindy clarified coverage, saying it was very comprehensive.
 - c. Member responses to the recent Showcase questionnaire were discussed: talent sharing & socializing were important. Only dessert/coffee, use of the Great Room, \$10 ticket price were preferred. 45 planned on auditioning, 11 volunteered to help. Jann, Greg and Cindy will move forward with a planned 2-8-2020 date.
 - d. Open Board positions: Although we have recruits for all, Tom will make an obligatory announcement to choir on 4-9-19 that we have openings, if anyone is interested.
 - e. 40th Season graphic design was presented to the board. Cindy will follow with email copies
5. Committee Reports
 - a. Artistic (Margaret) No report
 - b. Development (Kent)

- i. Kent summarized the SCFD interview from last week
 - ii. CCI application is every other year, so next one is for 2019-2020 year
- c. Marketing (Brad)
 - i. May concert tickets will be distributed at our 4-9-19 rehearsal
 - ii. Marketing email blasts are up to 850.
 - iii. CCC will have 15 paid radio spots running on KEZW the week preceding our May concerts
 - iv. The Ticket Stub Accounting Report was distributed and discussed
- d. Membership (Dan K)
 - i. We will have only 2 scholars performing in May concert
 - ii. Grocery rewards program has totally changed. Nancy and Lisa Blunck are handling details of application to King Soopers and promotion of new program to members
- e. Outreach (Dan M)
 - i. Dan distributed 2019-2020 budget request; followed by brief discussion
 - ii. Dan asked for input about appearance of off-duty security personnel in uniform at concerts
- f. Production (Tim)
 - i. Tim distributed 2019-2020 budget request; followed by discussion
- 6. Unfinished/Old Business
 - a. Kent Hugill requested and has received a music library inventory from Liz Fallon that reflects a valuation of at least \$100,000. In order to confirm that we are properly reflecting this significant asset on 1) our financials; 2) in grant application representations; and 3) as related to adequate insurance coverage, Kent consulted with Elaine Gilley, CPA, and another CPA, both of whom confirmed that the way we are presently treating this is acceptable and appropriate in their professional opinions
- 7. New Business – None
- 8. Other
 - a. April 22 is annual meeting planning at STAR
 - b. 2019-2020 Fiscal Year budget requests must be submitted to MK by 4-22-19
- 9. Meeting adjourned at 8:30 pm

Respectfully submitted,

Nancy Lauth
Acting Secretary