



**Board Meeting Minutes
November 11, 2019**

Attending: Cady Girtten, Pres
Lisa Blunck, V. Pres
Trevor Girtten, Pres Elect
Tom Reiners, Past Pres
Nancy Lauth, Sec
Margaret Beardall, Artistic
Kent Hugill, Development
Brad Folsom, Marketing
Kay Frevert, Membership
Brian Frevert, Production
Dan Meyer, Outreach
Brian Leatherman, Fearless Leader
Cindy Runkel, Exec. Dir
Jann Folsom, Bookkeeper

Absent: MK Schnese, Treasurer

1. Meeting called to order at 6:30 p.m.
2. Minutes approved
3. Financial Statement (MK absent)
 - a. Jann: Quickbooks report will go to each chairperson every month. Please review, notify Jann of any changes
 - b. All past books have been reconciled
 - c. An extension will be filed for tax returns
 - d. Give Elaine Gilly full credit for helping accomplish their tasks
4. Leatherman Lowdown
 - a. Hagenberg Consortium: \$1,000 initial deposit is due 1-1-2020. Brian will send a reminder.
 - b. Coda will produce concert CDs this year
 - c. Davidson College Choir visit 1-7-2020 schedule
 - 3:30-5:30 p.m. Brian will work with Davidson
 - 5:45-6:45 p.m. Potluck dinner
 - 7:00-9:00 p.m. Joint rehearsal with Davidson conductor. Close by singing together
 - i. Choir needs to understand that 1-7-2020 rehearsal is not optional attendance
 - ii. Postpone dues collection and music distribution for March concert to 1-14-2020
 - iii. Maura offered to help in any way she can. Perhaps contribute funds for potluck?

- iv. Potluck dinner discussion
 - 1. There is no budget for it in Membership Committee
 - 2. Great room is an extra \$125.00
 - 3. Ask Debi Simons to help coordinate?
 - 4. Kay volunteered to help coordinate.
 - 5. Do we buy an entrée and ask choir members to bring a specific side dish?

5. Committee Reports

- a. Artistic (Margaret)
 - i. Margaret summarized the assistant conductor search progress. 3 candidates will conduct on November 19. Choir will have open-ended question sheets for feedback.
- b. Development (Kent)
 - i. Business card ads are paid up
 - ii. Report on recent contributions
 - iii. Music sponsorship "Angels": Kent will work on pricing for music
 - iv. Colorado Gives goal is \$10,000
 - v. Kent is not getting a ticket report for online donations. Brad will forward report to Kent
- c. Marketing (Brad)
 - i. October 2019 ticket report was distributed and discussed
- d. Membership
 - i. Dues have been collected from returning members who did not sing in October.
 - ii. CCC roster has been updated
- e. Outreach (Dan)
 - i. Cherry Hills Village Police Dept. off-duty officer was well received at the concert
 - ii. We do not know at this time which CHVPD officer will be at the December concerts
- f. Production (Brian F.)
 - i. Bethany is adamant about a 10:00 p.m. closure on concert nights. They discussed options (see Production report)
 - ii. Brian wants to tighten up timing: 60 minutes of music, 15 minute intermission. We probably cannot do big changes for this year. His suggestions:
 - 1. Keep 7:30 p.m. start
 - 2. Finish singing by 9:00 p.m.
 - 3. 15-minute intermission (flash lights at 12 minutes for audience)
 - 4. Print in program "15-minute intermission"
 - 5. Post a billboard: "reception concludes at 9:40 p.m."
 - 6. Choir members must volunteer to clean up
 - iii. Possible reception seating only for disabled?
 - iv. We need to discreetly let audience know we need to be out of building by 10:00 p.m.
 - v. Brian L. believes reception food has gotten out of hand – too much. Kay, Cady, Brian F. and Brian L. will talk with Debi about reception
 - vi. Audience comments indicate preference for Fridays because of the reception.
 - vii. Brian F. will let Forrest know we are working on this.

6. Old Business

- a. December 16 Board meeting will be at STAR. STAR has purchased a building at Arapahoe and Yosemite. Kay will confirm with Southpark Neighborhood Clubhouse for 1-13-2020 Board meeting. This venue is available for free for our Board Meetings and is located at 2801 W. Long in Littleton.
- b. Conductor pins: we will not reorder, based on lack of interest. We'll use the last few we have. We can provide a link for where pins can be purchased.
- c. A "county of residence" survey will be done at Christmas concerts

7. New Business

- a. Kay distributed a cancellation policy (because of the rehearsal cancellation in October). Motion approved to include this policy verbatim in the handbook, under "Attendance," item 8.
- b. Brad will look into the purchase of a duplicator for CDs. Cost could be around \$1,400.

8. Meeting adjourned at 8:05 p.m.

Respectfully submitted,
Nancy Lauth, Secretary