

MINUTES
Market Street Singers Board Meeting
October 14, 2010

President Susanne Redalje called the meeting to order at 7:05pm at the home of Elsie Simon.

PRESENT: Board Members: Chris Baptiste, Suzy Crawley, Marijke deVries, Kathryn Minturn, Susanne Redalje, Kate Riordan, Elsie Simon. **Artistic Director:** Chris Vincent.

ABSENT: Sarah Coyle

MINUTES: M/S/C (moved by Kathryn Minturn) to approve the Minutes of the Meeting of September 13, 2010.

Chris Vincent asked that once the Minutes have been approved, we start sending them directly to John Marshall (nancyjohn99@msn.com) for publication in the MSS Newsletter.

TREASURER'S REPORT: Treasurer Kate Riordan reported for the month of September, Net Income of \$212.95. Net Income Year-To-Date is \$1400.

MS/C (moved by Suzy Crawley) To approve the Treasurer's Report.

DIRECTOR'S REMARKS:

Chris V. reported on the status of several matters: Reworking the web site; Coordinating Membership Intake with Sarah Coyle; Initiating Chris V's and Chris Baptiste's logins to Choral Consortium website and placing TMSS's profile there.

Chris reported on a occurrence which began with an event at practice (about 2 months ago) in which an intruder, who was asked to leave, subsequently vandalized the rear entrance. Chris had called the police. He also undertook informing the Senior Center and made plans for stepped-up readiness at practice. The question here: should Chris -- or the Board -- be expected to deal with such events? At the following week's practice we were on high alert, with door monitors, etc. A misunderstanding arose with a visitor who was unaware of the recent history. It fell to Chris to handle the ensuing situation by himself, and he understandably asked that in the future, board members take more initiative to help with such situations. Board members expressed complete willingness to help, particularly if Chris would ask us -- on the spot -- to do so, because often we are not aware of the background events or that our help is needed.

Managing Volunteer Needs: Chris V. talked about concert patrons and others who have signed up to receive our event notices, but who have no e-mail. We agreed to invite a volunteer or two to manage and build such a list, mailing hard copies to and/or phoning these people, etc. Over the next few months this could expand to weeding a bulk mailing list (of 400 names) generated in May, 2006, and consolidating with other such lists.

We agreed to create a position of "Task Keeper," to maintain a list of volunteer job needs, channeled through the Board, to be updated and published weekly in the Newsletter. For now, Kathryn will collect and update the list.

This led to a discussion of an Editor for the Newsletter. Chris V. would welcome someone taking over the editing job, and will contact a prospect for the job. John Marshall is willing to continue doing the mechanics of Newsletter production.

2011 BUDGET, Highlights:

Chinook Books: Kathryn reported 24 Chinook Books sold in the first month and hopes to sell more at the Rummage Sale, and for Christmas.

Production Costs: Kate broke this category down to provide more detail.

Storage Rental - new addition for 2011 of \$800

Constant Comment **Software** for Newsletter, actual cost per John Marshall: \$138.00 Initial setup, \$11.50 per month. (1) we'll pay

The proposed Budget 2011 projects Income of \$20,300 and Expenses of \$21,370 for a Net Income

of -\$1,070. There was concern about the size of this negative balance and the hope that it will encourage more conservative spending decisions. And, we have Cash on Hand in the bank (9/30/10) of \$5143.45.

Kate said that the new Treasurer will have to present the Budget at the Annual Meeting and should invite member discussion of our needs, and suggestions for more money-making opportunities. Chris B. volunteered to do the Treasurer's job if no one else volunteered.

M/S/C (moved by Kathryn Minturn) that we accept the proposed Budget for 2011.

Kate Riordan needs at least one more person to serve on the Audit Committee along with Hannah O'Brien who has volunteered.

ANNUAL MEETING, NOVEMBER 9, 2010, Planning:

The event will start with a pizza buffet at 6:00PM, then the business meeting will be called to order at 6:30PM-6:45PM, by **President, Susanne Redalje**.

Reading of Minutes of 2009 Annual Meeting, by **Secretary, Elsie Simon**

Treasurer's Report for current year. Kate said that since she will no longer be Treasurer on November 9, she will not deliver that Report. We will therefore use the Report(s) generated by Ken Molsberry for January 1 - October 31, 2010.

Chris Baptiste volunteered to be Treasurer, and Marijke DeVries offered to collect/accept members' monthly donations. Suzy will write a Newsletter "Tasks-needed" story, and make a rehearsal announcement regarding the open positions of Board Member, Secretary and Treasurer.

ANNUAL AWARDS: The list of past Annual Award recipients will be printed on back of the Agenda.

2010 Recipients will be:

Director's: Kathryn Minturn (presented by Chris V.)

President's: Eden Rivers (presented by Susanne)

Board: Briony Nickels (presented by Kathryn)

Lynn Arnold (presented by Chris B.)

Spirit: Greg Palmer (presented by Chris V.)

Board Members' retirement/resignation: Suzy Crawley has resigned effective December 31, 2010; Elsie Simon will retired effective December 1, 2010. Kate Riordan has resigned the Treasurer's position effective after the November Board Meeting, November 8.

Election of new board members. We have several prospective nominees and Suzy will invite more candidates.

Director, Chris Vincent will make comments (including introduction of Sara Coyle, Membership Intake Manager, and the Section Leaders) and open up to member Q and A.

Refreshments: Elsie agreed to order the same quantity of pizzas as last year. There are apparently drinks, plates, and utensils in the storage unit left from the picnic-- Kate will check how much is left in storage. We'll also need salads, vegetable platter, desserts.

NEW BUSINESS:

The Board supported Kate's suggestion to contact the Ballard Boys and Girls Club about a possible new performance venue for Christmas singing.

Chris V. (and the Board) thanked Kate for all her hard work as Treasurer.

Adjournment at 9:12PM.

Elsie Simon, Secretary

Next Meeting: Monday, Nov 8, 2010,

Treats Schedule:

Marijke	November
Susanne	January (Note-no December meeting)
????	February

(1) QUESTION: Was this \$138 reimbursed to John M. I hope? Future questions is it to be paid yearly? will software need to be upgraded?

TO DO LIST:

- Susanne will do collecting task list and updating it for now.
- Chris V. will ask Mike Anthis if he's interested in editor of Newsletter
- Elsie and Chris V. - weed a bulk mailing list (of 400 names- May, 2006) for non-email list etc..
- Chris - invite Cathy Palmer to Annual Mtg
- Suzy write a Newsletter "Task-needed" story
- (?) SUZY will bring camera to take pictures
- Kate will check how much is left in storage.