

BOARD MEETING MINUTES

FEBRUARY 9, 2010

Started at 7:30 Kate's House

Attending: Chris Vincent, Bobann Fogard, Chris Baptiste, Kathryn Minturn, Helena Morris, Kate Riordan, Marijke de Vries, Barbara Helde, Sarah Coyle,

Absent: Ashley Wiggin

Visiting: Sam Gabriel

1. Treasurer's Report – Bobann Forgard
The choir income exceeded expenses by approximately \$300.00 in January due, in part, to people making quarterly payments.
2. Procedure Manual – Chris Baptiste
Recap: This manual will hold details about tasks that are done annually or on an on-going basis. Volunteers will be able to follow instructions there-by avoiding "inventing the wheel" each time. Examples of entries: Brown Bear Car Wash, grocery store receipts, editing the gazette, and the picnic. Chris will continue to gather information and then post it on the website. He'll put a note in the gazette when it's ready for review.
3. Website – Kate Riordan
Kate reiterated that a student contacted us about re-designing the website so it looks more current. The student is swamped right now, but will probably be able to work on it in the spring. Grace Waylen has volunteered to be our liaison between him and the choir.
4. The Task List – Barbara Helde
She wrote a laundry list of all the tasks that keep the choir humming along – such as: Music Librarian (Kate;) Web Master (Lynn;) and section leaders. Many of these tasks are already being done, but when a need arises the opportunity will be announced in the side bar of the gazette.
5. The By Laws – All
These have finally been amended and are ready to be approved. This will be done via email. Then they will be posted on the website. An announcement will be made in the gazette when it is ready for review.
6. Membership Coordinator – Helena Morris
This position acts as a contact for prospective members and greets them when they arrive at rehearsal. They will give them their music and help them find a seat in their appointed section. Helena Morris and Sarah Coyle have agreed to be a membership team and will both

get the emails from interested parties who contact the choir.

7. The Summer Event – Chris Vincent

Chris proposed an idea for a summer community singing event instead of a summer concert. Summer season is brief and there can be stress preparing for a short summer concert. Singers often take long vacations and one of our rehearsal nights is already given to the annual picnic. We have periodic heat waves that also discourage attendance. Chris would like to try doing something totally different this summer as an experiment in making the summer season a little more relaxed. Instead of a 30 to 40-minute stand and sing performance we could host a community event, inviting other choral singers to join us in one mass congregation singing well-known and fairly easy choral classics. These would resemble the many "sing-in Messiahs" that occur all over the area in December and the Summer Sings Series sponsored by the Symphony Chorale. We would select and rehearse a dozen or so "choral chestnuts" and rehearse them, but only to the extent of being able to sing them with the larger mass group, not to solo performance perfection. The repertoire would appeal to the nostalgia of singers who may have done these pieces in high school or college. It would be a stress-free way of learning some fun music, new to some of our singers who haven't done these pieces in the past. Once covered, these pieces would be easier to pick up and perform in the future.

An added benefit is the opportunity to honor the part of our mission to build community through music. It might also be a great way to recruit new members. But the whole point of it is to have fun singing this summer while not having to worry about some of the limitations of our time and energy.

Chris has talked with other choir leaders and they think it's a wonderful and exciting idea. Many of us on the board were reticent about the idea at first. A couple said that they really wanted a summer concert. One person thought that it was a great idea and didn't care if we never had a stand-up concert again. After we discussed it, the board warmed to the idea and decided to try it this year. Look for more details from Chris as time goes on.

8. Unwanted Visitors – Chris Vincent, All

First of all – it is fine to invite a visitor to come hear us rehearse if they aren't able to attend a concert. It's Very Important that you let Chris or someone on the board know so we will be prepared to welcome them. The Board created a foursome of Door Monitors to help us with

this problem. They are: Helena Morris, Chris Baptiste, Sarah Coyle and Marijke de Vries. They will be on guard and watch the door for any intruders. If an intruder does come in, one or more of the door monitors will approach them and say something to the effect that we have rented the space from the Senior Center with the provision that we allow no one but choir members in the building. The door monitor(s) will stay by the person and never leave them unattended. There will be a sign on the door with a similar message. This is a very important responsibility and one that ensures the safety for all of us.

9. Mailers to people without email –
There are several fans who do not have email and/or would prefer we contact them via "snail mail" regarding the concerts and other events. Barbara Helde has volunteered to take this on.
10. Senior Center Auction -
The center will hold an auction on Sunday, March 27th. The choir has been invited to attend, donate or volunteer for the event. Chris V. suggested that we donate the choir to sing at a function or in a specific venue (weddings, the Elks, etc.) This is problematic because we would want to be able to decline if singing for a certain group is not appropriate for our mission. We would want to choose the material and our size dictates a certain size of venue. Chris will think about this and come up with a possible description of what we can do.
11. Entry into the Senior Center –
We decided that someone besides Chris should know how to get into the building in case he's running late. Kate and Kathryn agreed to learn how to do it.
12. New Business or Ideas
Russ Long wanted us to discuss advertising for the next concert. We will emphasize electronic communication instead of posting posters because it's difficult to find places that will let us post them. We will still have the postcards.

The Council of the Ballard Lutheran church contacted Chris and told him that they finally approved of the selected concert dates (May 21 & 22), with a total charge of \$275 to use the sanctuary and side room for the performances and two rehearsals. The amount is larger than what we have donated to them in the past and more than what we thought we would have to pay them, but we think it is still reasonable. We also realized that we can't rehearse in the church on the May 17 because of the Norwegian Constitution Day parade and

celebration blocking streets and parking. Now that we're having only one rehearsal on the May 10, Chris will ask for a possible discount.

13. Action Items -

1. Chris B. will continue to gather information for the procedure manual and then post it to the website. He will announce the posting in the gazette.
2. Sarah Coyle will create sign for door about unwanted visitors.
3. Kathryn will submit info. To Chris B. regarding being a liaison between the Senior Center and the choir.
4. Barbara will get mailing list for snail mail fans from Chris V.
5. Chris V. will coordinate with Center regarding auction.
6. Bobann will check on the budget for concert advertising.
7. Barbara will find venue for music-only rehearsal the 17th.
8. Kathryn and Kate will learn how to unlock Sen. Ctr. door.

Meeting adjourned at 9:30

That's All!