

## July Board Minutes 2011

### 1. Previous Action Items (All)

- a. Bobann will send an electronic copy of the tax exempt form to Chris V. and Ken.  
Complete  
Kennelly Keys accepted tax exempt paperwork and very generously took the tax off the last order.
- b. Barbara will talk to Terrell re: Rummage Sale task, meet with Joyce re: training materials  
Complete
- c. Chris V will do something about giving helpful hints during rehearsal and putting them in the gazette.  
Ongoing
- d. Chris V will discuss posting rights on Youtube with certain publishers.  
Ongoing
- e. Chris V will purchase a copy of The Choral Leadership Guide and the copy can circulate around to board members who would want to read and use it.  
Complete. This has been purchased and is on its way.
- f. Chris B will buy Landmark tickets to sell for \$10.00 each netting \$60.  
Complete. Chris bought 25 and has sold 10.
- g. Chris B will contact Ken and Bobann for money for the tickets.  
Complete
- h. Kathryn will talk to Wilma re Chinook books.  
Complete
- i. Kathryn will put something in the gazette proposing and outlining the silent auction plan.  
Complete.
- j. Kathryn will announce in gazette that Brown Bear tickets are now sold by Rosiland Caryl  
Complete
- k. Kathryn will put the Classifieds proposal in this gazette  
Complete
- l. Kate will set us up on Pay Pal  
Complete

### 2. Treasurer's Report (Bobann)

June expenditures were less than the donation intake creating a gain.  
Bobann described what each "other" category represented:

1. Other in the donation category reflected an anonymous donation.

2. Other in the Production category was regarding piano tuning. The board asks if this should this be a line item since it happens every year.
  3. Other in publicity category was for ads for the concert.
  4. Other describes a payment made in April that is unclear, but may be for Constant Contact.
3. **Task List (Barbara)**

Barbara asked for a definition of the Task List. The board said it identifies things that need to be done. Barbara is responsible for orchestrating the effort, but not necessarily volunteering to do the activity or task. Suggested that forms be created for people to outline what they plan to donate for the Silent Auction in November.
  4. **Procedure Manual (Chris B)**

Still gathering passwords and email addresses, but it was noted that some might have been lost or forgotten. It was said that Lynn could force new passwords if necessary.
  5. **Membership (Helena/Sarah)**

An effort will be launched to recruit more basses and tenors in the fall. Post it and they will come. It's anticipated that the August event will bring in more members.
  6. **Summer Event (Chris V)**

Lucinda Kidder is working on gathering and organizing the music. She will distribute flyers to people at the Seattle Sings event and send press releases to newspapers and places that Brandy has not sent to. Four people have volunteered for the Festival of Favorites and Chris V. says at least 10 to 20 will be needed the day of the event to hand out music, watch the doors, assist with "drop-in" registrants, etc. Lucinda will make sign-up sheets with tasks for the choir. Russ Long will make t-shirts for new members of the choir to wear at the event. Chris V. has been holding out on establishing a deadline for registration because he hasn't been able to procure all of the copies of Blow, Blow Thou Winter Wind. He's decided to either not do the song or have people share what music we have for it. Now he feels like he can set a deadline and suggests that August 12<sup>th</sup> is a possibility. It was determined that if music that belongs to the people we're borrowing from disappears, we will give them our copies and buy more if necessary. There will be a suggested donation of \$10.00 to help offset the production costs.
  7. **Web Page**

Kate has found a web site designer to work with us on the new web site. Her name is Kathy and she has already designed some possible pages. It was suggested that we find a new web host, but we decided to stay with Network Solutions for the time being though it won't hurt to look into other options. There had been an issue with Network Solutions involving Spam, but that has been resolved.
  8. **Pay Pal (Kate)**

Kate has set up a new account and has sent the information to Ken and Bobann. Now people will be able to donate by using Pay Pal on the website.
  9. **New business**

No new business from anyone.

**Miscellaneous:**

1. Chris V. will bring up the issue of security at rehearsal. He'd like to review procedure and possibly select new members to help with it. It was said that there were two choir members that had extensive experience in dealing with persons with abhorrent behavior and will help with this.
2. Chris V. would like to keep track of the members that come and go so he can determine if there is any particular issue that caused them to leave. And he'd like to add those who left to his distribution list.
3. A photographer will be sought to take pictures for PR and a group picture(s). Some of the pictures taking by Monica Frissell may be used in the website.

**Action Items:**

1. Bobann will determine who suggested the tax exempt idea to us in order to thank them.
2. Barbara will work with Russ Long on created the forms for the Silent Auction. They may make it an attachment to the gazette.
3. Kathryn will put a note in the gazette asking for more volunteers to organize the auction and get people to start thinking about what they might donate.
4. Kate will explain to Chris B. how to access the web page and acquire passwords.
5. Kate will expand the roster distribution to include board and Sunshine Committee.
6. Chris V. will put an announcement in the gazette asking for suggestions on other events that the Festival Favorites flyers can be distributed.
7. Kate will send an email with the website examples from her friend Kathy.
8. Sarah will talk to her father about possible options to Network Solutions.
9. Chris V. will talk to Ken and Eileen Nicholson about Network Solutions and what problems they remember having with it.
10. Kathryn will mention needing volunteers to organize and donate to the Silent Auction every three weeks or so in the gazette.