

BOARD MINUTES FOR MARCH 10, 2011

Present: Sarah Coyle, Bobann Fogard, Marijke de Vries, Chris Baptiste, Ashley Wiggin, Kate Riordan, Kathryn Minturn, Barbara Helde

February minutes were approved via email.

1. PREVIOUS ACTION ITEMS
 - a. Chris Baptiste has complete information for the following tasks: Publicity, Annual Meeting, Picnic, Bookkeeper, Change of Officers, Music Librarian, Rummage Sale, Storage.
 - b. Sarah Coyle has created the “member only” sign for the front door of the senior center.
 - c. Barbara Helde has started the snail mail list and needs more names. There will be a note in the gazette for this.
 - d. Kathryn Minturn is the liaison for the Senior Center and has not submitted her entry for the procedure manual.
 - e. Chris Vincent considered the Senior Center Auction and has decided that the choir, as a group, will not offer themselves as an auction item.
 - f. Bobann Fogard is looking into the budget for advertising for the concerts.
 - g. Barbara Helde has secured a rehearsal space for the May 17th rehearsal. She says there will be a brass band rehearsing in another part of the building at the same time.
 - h. Kate Riordan and Kathryn Minturn have learned how to open the Senior Center for rehearsals.

2. TREASURER’S REPORT – Bobann Fogard
Basically broke even in donations for February. Is looking into the possibility of obtaining tax exempt status. Eight directors are needed to qualify. Will check into how much money will be saved annually. Will modify 3.02 of the Bylaws regarding Number, Selection, and Tenure of the directors and officers.

3. PREVIOUS BOARD MINUTES – Kate
After the minutes have been submitted, 48 hours will be allowed for changes. Then they will be approved via email. Ashley will motion that they be accepted and Barbara will second it. The rest of the board just has to vote yea or nay.

4. BREAK FOR TREATS

5. BRAINSTORMING FUNDRAISING IDEAS – All
Here are the ideas we discussed:
 - a. We thought that the members might be more inclined to donate if they knew where the money was spent on. Helena volunteered to create a “pie chart” with different sections for different expenditures.

- b. Gift baskets was mentioned as a possible raffle item, but we thought it would be too difficult logistically to do a raffle in the small lobby of the church and who would be able to create them?
 - c. We could hold a silent auction for the choir; possibly during the annual meeting. Members or friends of members could offer services/items to be auctioned off: massage, pottery, etc. Sarah mentioned offering a dinner at her restaurant in West Seattle with one of the fine chefs presenting an outstanding meal.
 - d. Chris V. says that the Seattle dept. of arts and Culture may have a grant available. Need to have someone find out more information. We'll put a volunteer opportunity notice in the gazette.
6. TOPICS FROM CHRIS – Kate
- a. Wants to know how much will be spent on PR. We need time to negotiate and Russ needs time to do the actual printing.
 - b. How many posters, how many flyers? Kathryn will look in minutes of other years to see what was done in the past.
 - c. Should Brandy buy any on-line or print ads? It was decided that there are enough free ways to advertise and that we would just use them.
 - d. How many programs? Confirm this is a Production expense. They will be simple so the cost will stay down as last year. We discussed the possibility of approaching businesses to offer business card ad space for \$50.00.
7. NEW BUSINESS – Anyone?
- a. House manager will be put on task list and a notice will be put in the Gazette when we get closer to the concert dates.
8. ACTION ITEMS
- a. Kate will send letterhead to Bobann.
 - b. Kathryn will forward bylaws to Bobann.
 - c. Bobann will update bylaws.
 - d. Kathryn needs to submit Senior Center liaison task description to CB.
 - e. Bobann will talk to Russ regarding number of posters flyers, and programs.
 - f. Kathryn will look in previous board minutes for information regarding how many posters, flyers, and programs were done in the past. **Items e. and f. need to be done as soon as possible, not just by the next board meeting.**
 - g. Sarah will check into the possibility of getting a chef and room for fundraising activity.
 - h. Helena will make pie chart to show where the donations go.
 - i. Kathryn will put two notices in the next Gazette: request for more snail mail submissions and a volunteer opportunity for researching grants.

AJOURNED AT 8:30!

