

Market Street Singers Board Meeting November 8, 2012

Present: Terrell Aldredge, Chris Baptiste, Bobann Fogard, Helena Morris, Lucinda Kidder, Chris Vincent (Director), Ashley Wiggin, Gary Woods, Hannah Won.

Absent: Kate Riordan, Kathryn Minturn, and Jaime Worthington.

Call to order 7:07

October Minutes: There was a motion to approve the October minutes by Ashley, seconded by Terrell. Motion passed and October minutes approved.

1. **Treasurer's Report** (Bobann):

Bobann reported on the current budget. She noted that there will be a few upcoming expenditures and revenues, including the auction income and December Concert. We will also be ordering music for spring soon, so the budget is in good shape.

The group also discussed the 2013 budget presented by Bobann. There were slight modifications to the budget originally discussed at our October meeting. Bobann reminded the group that the budget for the ensemble group is not included in the 2013 projections and will need to be revisited by the new board. The group agreed on the budget as written to present at the Annual Meeting. Lucinda motioned to approve budget to present to group; Hannah seconded. Motion is passed and approved.

ACTION ITEM: Revisit ensemble budget in 2013.

2. **Task List** (Terrell) any updates?

Concert production for December concert: Terrell updated the group that we are mostly prepared for the December concert. We do need help getting risers to the church, which are currently located at Kate's house. We also need to coordinate and lead volunteers as well to pass donation baskets.

ACTION ITEMS:

- Bobann will ask Ramon to help be the volunteer coordinator and will report back.
- Terrell will ask Margo if she can help get risers from Kate's house
- Terrell will put something in the gazette and will ask for volunteers at Tuesday's meeting.

Upcoming Winter Sing Along: Chris noted in the beginning of the year we need to start getting ready for the sing along. We will need volunteers and publicity for event to be held January 26th. We can have choir members acting as volunteers for this; PR will start the 2nd week of January. Chris will mention at the Annual meeting that we need to be getting ready for this.

3. **Annual Meeting**

a. **Auction committee** (Lucinda) update

Lucinda gave an update on the status of the auction. She states there are 45 items for the auction! A full list will be sent to the gazette for this week to raise interest in items.

Schedule of events:

--Pizza will arrive at 6:30 to start the auction items. Board members will arrive before that to help with setup. Counter behind conducting area is okay for setup too.

--6:30-7pm: open bidding and food.

--7pm annual meeting, followed by a 15 minute break for finalizing bids and then a short rehearsal

--Logistics for Auction:

There will be several spots where we need volunteers to collect payments and keep people from leaving without paying. There will be three sections in the room with 15 items per section with one cashier per section. Winner will get a sheet with donor's information; donor will get a sheet with buyer information. We automatically take out the "buy it now" items once purchased.

Volunteers:

--Door people- Ashley and Gary

--"Cashiers"- Cathy Palmer, Helena and Bobann

--Runner for items- Terrell

--Pizza will arrive at 6:30 to start the auction items. Board members will arrive before that to help with setup. Counter behind conducting area is okay for setup too.

ACTION ITEM: Board members to arrive early to help with setup of auction and meeting.

b. **Board dessert** (Jaime) update

--Jaime was absent from the meeting but we will over email for the December 7th event. After we learn how many people will attend, we will determine who will bring what items for the party

ACTION ITEM: Jaime to coordinate effort of who will bring what after we figure out how many people will attend.

c. **Organize food** for annual meeting (Terrell – in progress)

--Sarah McCoy is ordering pizza; others are bringing food

--We have plates, silverware, napkins so we don't need to get these—Gary will see how much we have and will report back on what we have in storage

ACTION ITEM: Gary to update Terrell on what items we have in storage.

d. **Awards Presentation** – who is presenting what?

--Group discussed who would be presenting which awards at the annual meeting. Chris B. will present President/ Board award in Kate's absence.

e. **Meeting Agenda**

Agenda/ order of events for Annual Meeting

--Chris B to welcome everyone

--Kathryn to present sec report

--Bobann to give financial report

--Award presentation: Chris B. to present Board award in Kate's absence to Bonnie

--election/ approval of board (7 current board members plus Jean Bowman and Cathy Palmer who recently accepted board nomination)

--Director's discussion

ACTION ITEM: Ashley to email schedule to Chris for creating agenda and printing. Bobann to provide copies of the budget for annual meeting.

4. **Board Meet & Greet** (Jaime) update
--Event pushed back to mid-February—group to discuss in January.

5. **Next Year's Board**

a. **Board Recruitment**

We will approach potential board members at the annual meeting and will continue to discuss how to recruit board members on an ongoing basis.

b. **Meeting Locations and Board Meeting dates**

The group discussed potential meeting dates and locations, possibly changing the meeting to a rotating schedule between Thursday nights and Saturday mornings. Hannah has offered her house for board meetings as a possibility, in addition to the other locations we have discussed. We will continue discussing this as new board members join us.

ACTION ITEM: Chris- Put date/ location discussion on January meeting agenda.

c. **Officer Positions**

The group discussed officer positions for the new board. Chris has agreed to serve as President and Ashley has agreed to serve as Secretary. Ashley will also look at the membership coordinator position to see how to advertise this to other members. The group also discussed the role of the Vice President and what duties might be appropriate for this role. The group will continue to discuss this and work through who will serve in the VP and Treasurer roles.

ACTION ITEM: Decide who will serve as VP and Treasurer for new board. Ashley: update membership coordinator position for a new board member or another person in the Choir.

6. **New business** (anyone?)
--**Terrell:** member profiles- two submitted recently
--**Chris V.:** made a suggestion on board recruitment practices. Chris also brought up idea of choral consortium music event in October and board will continue discussing at a later time.

7. **Director Compensation**

The group discussed artistic director compensation for the budget. The board agreed to a salary increase for Chris and this will be reflected in the budget. The board also authorized bonuses for Chris V., Ingrid and Ken. The bonuses will be handed out at the Annual Meeting.

Meeting adjourned at 9:04pm.