

**Market Street Singers  
Board Meeting – December 16, 2015**

December 16, 2015 at the home of President Kate Riordan  
Call to order: 7:10 pm

**Present:** Marilyn Varas, Kate Riordan, Kim Stickney, Brandy Rinck, Mitchell Fund, Chris Vincent, Annamaria Taskai

**Absent:** Garry Woods, Gloria Chenoweth and Barbara Lay

**Guests:** Jenna Magee and Deborah Sallee, Ken Molsberry

**Accepting the minutes from the last meeting**

The minutes of the October 21, 2015 meeting were accepted via Doodle Poll on November 11, 2015.

**1. Treasurer's Report – Kim**

Kim was presenting the updated budget for 2016. The choir was doing great financially in both the silent auction and the Christmas concert.

**2. Finance Committee**

Barbara Lay resigned from both the Committee and the Board so Kim will need help. We need more members on the committee. Kim will make an announcement about this issue at the first rehearsal on January 5<sup>th</sup>.

**3. Membership Committee**

Deborah and Jenna from the Committee presented their report to the Board. They also presented drafts for the membership guideline, membership questionnaire, the buddy system and section leader guidelines and responsibilities. The board made suggestions and corrections. The committee will send out the updated versions of the above-mentioned documents and the board members have to submit their comments by December 23, 2015.

**4. Electronic Payment**

The choir received contributions via Square at the Christmas concert. For now we will wait and give time to our audience to get used to this new type of donation form. Research regarding if we should use both PayPal and Square is in progress.

**5. Music Library Storage**

Kate cannot store the sheet music in her house any longer. The choir needs storage for the library and possibly an office space, too. Kate researched the market in Ballard and came up with a 230 square foot office for \$345/month. The Board decided to keep looking for other, cheaper possible solutions.

## **6. Chris' Announcements**

### **Spring Concert Date and Venue**

Due to limited availability of the UCC and the instrumentalists, Chris had very limited options to set the spring concert date. After discussion, Chris decided on Saturday, April 30<sup>th</sup> 2016. Since it is a very short rehearsal period, we will have extra sectionals.

## **ADDITIONS BY MARILYN VARAS 1/6/16**

### **7. Bookkeeper Role**

Kate raised the topic of the bookkeeper's role with the organization. Some members felt that the board should make decisions and direct Ken to carry them out. Ken, our bookkeeper, expressed the need to be more involved in board decisions that impact his role. A conversation ensued without final resolution. We suggested Ken write a brief summary of the tasks he handles for the choir.

### **8. Communication Among the Board Members**

Certain communications have been distributed among some, but not all, board members leading to some members feeling unprepared for discussion. The communications in question were shared and discussed at the meeting. There was general agreement that issues affecting the entire board should be shared with all members.

### **Addendum 1/6/16:**

We will add to the January agenda whether and when we will write job descriptions for contractors. Until we decide the direction we want to take, Ken will hold off on his summary.

**Next Meeting:** Wednesday, January 20, 2015 Amended to 1/13/16 by Marilyn Varas

**Meeting adjourned at 9:52 pm.**