

West Valley Chorale  
Board of Director's Meeting Minutes  
November 13, 2017  
12:45 PM

The West Valley Chorale Board Meeting was held on 11/13/17 in the Meeting Room at Shepherd of the Hills United Methodist Church. Present were: Tom Boller, Gail Christianer, Pat Kilburn, Marcia James, Nancy Miller, Lynn Turner, Sydney Roosa, Ken Goodenberger and Virginia Ellwanger.

A quorum was established. The minutes of the prior meeting were approved.

Pat stated that the Financial Report was out for review.

The High School Competition was discussed and a number of the chorale members were judges and said that it was a great experience. Gail took pictures of the event. Three schools participated and there were six scholarships awarded: four worth \$300 each and two for \$400. One of the \$400 scholarships will sing at the December concert, and one at the spring concert.

**ACTION:** Ken will debrief with Gail as to the work involved in coordinating this program so that he will get assistance the next time.

A great deal of time was spent on contacting the teachers, and so next time we will consider publicizing the competition more broadly so that each student can take the initiative on their own. Also we will no longer call the prize a "scholarship". We will now refer to it as an "award" so as to avoid any issues regarding how the student actually spends the award.

Tom reviewed the December concert checklist. For the preview concert, we will not have tickets made up but will count the audience as they pay and enter. Clickers will be considered for easy count-taking at the door.

Ushers are all in place for the concert. Gail will work with the ushers.

Marcia discussed the storage of walkers for this concert. Gail has tickets with strings, and will check the walkers in at the concert entrance, if they are not foldable, and request that the people put their names on the tickets. Gail will also do table duty and track the money at the door.

Publicity is all set. Gail will turn in a story regarding the competition for the December concert. Electronic notices will also be sent.

Marcia reported that the facilities were all set for the concerts. Ken's cantata is Dec. 10<sup>th</sup> and so the firemen will take down the risers on the 11<sup>th</sup>.

Marcia discussed chorale seating. We could use some help getting chairs set up.

**ACTION:** Tom will make an announcement to the chorale for help at 12:30 at Faith on Monday. We need people to set up and break down.

**ACTION:** Pat will get volunteers to count the ticket money.

Ken reported that soloists were all ready and booked.

**ACTION:** Ken will send Pat and Katie an email with soloist names for the program.

The topic of turning in folders was not discussed and will wait for Pam to be present.

The donation boxes that were used last time are in the closet with the music and will be used again for the upcoming concerts.

**ACTION:** Tom will follow up with Earl regarding recording the concert.

Ken requested assistance for working on the presentation with the projected words of the songs.

**ACTION:** Pat and Ken will meet to discuss schedules.

Ken requested assistance working on a frame to hold the projector. He would like to get it completed for Nov 27<sup>th</sup> for dress rehearsal. Tom had some ideas on who could assist and he will speak with them.

Ken discussed how much work Peter had done to transcribe music for us.

**ACTION:** Put a note in the program noting Peter and his generous work.

For guests and soloists, it is customary for the chorale not to applaud. This topic was discussed and it was agreed that the chorale could applaud the various soloists and guests after their performances.

**ACTION:** We will evaluate the matinee concert in December and then make a decision on whether or not to have one in the spring. Ken noted that this would not have any impact on the Albertson's grant.

**ACTION:** Ken will send Gail an email regarding the Albertson's grant regarding their mention and logo in the program.

Gail noted that she had contacted Albertsons regarding the wording and logo we would be using, and let them know that if she did not hear from them by the drop dead date, that we would be moving forward. As yet, she has not been contacted.

**DECISION:** We will be doing alumni tickets for those who have sung in the chorale for 10 years or more.

Tom noted that the monitors are the nominating committee for new board members.

**ACTION:** Tom will send an email to the monitors about being the nominating committee.

The web page was discussed. Jim is looking at other vendors as our current one has had some unsuccessful upgrades.

Tom discussed the 35<sup>th</sup> anniversary year. We will set up a committee to work on it. We might look at the last 35 years and see if any pieces stand out. Marcia mentioned Requiem for the Living.

Membership continuity was discussed. Some members leave for some seasons and then return for various reasons. We could move people from one section to another to help fill in spaces. We may request they audition again, however these are volunteers.

ACTION: We will review membership continuity for next season.

ACTION: Gail will get Tom a draft of the email blast for the chorale regarding the concert.

The meeting was adjourned at 2: 10 PM