

West Valley Chorale
Board of Director's Meeting Minutes
September 5, 2017
10:00 AM

The West Valley Chorale Board Meeting was held on 9/5/17 in the conference room at Shepherd of the Hills United Methodist Church. Present were: Tom Boller, Gail Christianer, Pat Kilburn, Marcia James, Sydney Roosa, Pam Wirth, Nancy Miller, Lynn Turner, Earl Thomas, Ken Goodenberger and Virginia Ellwanger.

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

Pat reviewed the financials. The financials look good and the current report is being worked.

ACTION: Pat will send out the financials when completed.

Jim and Earl are currently contacting advertisers. Earl distributed a report regarding December and April ads sold. Further discussion on ads was tabled until next meeting.

Gail contacted Albertson's regarding approval of our use of their logo as per their grant. Obtaining response to our questions has been slow. It was determined that we will use time sensitive language going forward for requesting approval, i.e. "Please contact us before "x date" with any changes".

The scholarship program was discussed and various recommendations were made regarding possible judges. Ken will be one, and said that we should have three for the November 5th competition. In addition to Ken's letter to the schools, Gail will help publicize the event as well, possibly in the Arizona Republic and school publications.

The "Preview" concert was discussed, where we will turn our final dress rehearsal into a concert for local seniors being bussed to the church by their own communities. Gail will have some material regarding the various centers by next week for distribution to the Board. As there are over 60 such centers in the area, we will need people to sign up to contact these various locations. Tickets will be \$5 and there will be open seating.

We will use Tom's land line as a contact phone number for the centers if they have questions.

We will develop a solicitation committee to get the word out about this Preview concert by writing them and providing reasons that they should come. People in the choral may live in these communities and may have easy access to these coordinators.

ACTION: Ken will announce the plan for the committee at the choral rehearsal on Monday, Sept 11.

ACTION: Gail will make a list of communities in geographical areas for people to sign up for specific communities. Lynn and Gail will work on the list to get it in some sort of geographical order.

Pam discussed the Chorale Trip to Washington DC. 21 people signed up and the \$1500 deposit was made. Some people have dropped out and we now have 15 people going. We

have been allowed to postpone our next payment of \$100 per person until October, but we need 20 people to participate in order to make the cost feasible. We could join another small group but then the plans regarding tours, etc. would be controlled by this other group.

ACTION: Pam will invite the trip organizing company to rehearsal on Sept. 25th to show a video and discuss the trip further, thereby generating more interest.

The Donor Party was discussed and is set for Tuesday, March 13th. The time will likely be 4 – 6 PM as in the past.

ACTION: Tom will announce to the chorale that donations are welcome and helps keep the chorale going.

Ken shared an activity that the Spotlight Youth Theatre does to raise funds, and that is a \$0.25 bingo raffle of items. Solicitation of items will be discussed once timing is decided likely October/November. The event is social and will allow people to get to know each other in addition to raising money. Some venues prohibit gambling, so this would have to be checked.

ACTION: Gail will check with Earl to see if the Episcopal Church is available for such an event.

Ken reported that he has accepted 9 new members, 3 first sopranos, 2 second sopranos, 1 tenor and 2 basses, 1 alto

Music for the new season is almost complete. The final pieces should arrive today and the workshop to put the folders together is tomorrow.

Ken expressed concerns that there is much to do for the concert planned for the senior communities.

ACTION: Ken, Gail and Lynn will meet and talk after the 1st rehearsal and decide what needs to be done, and will schedule initial contacts by the end of September. Notification will be by the middle of October by letter. And we will need several people to commit to making contact.

Assistance is needed for help on the visual screens to be shown during the concert. Pat will help with the PowerPoint. Translation for La Bohème will take some work and someone who is familiar with the piece will need to run the screens as they should show the words in English as the choral is singing.

ACTION: The last Monday in November will be a rehearsal to practice with the background display.

Tom provided the President's Report and has some old records that need disposition. It was decided to keep old programs of prior concerts. Tom will give Lynn the old rosters. While we have computer records of these, it was deemed appropriate to also have paper copies. Lynn will compile these records.

ACTION: Section monitors will notify their sections before we start the season, noting the time and date of rehearsal, picking up their music procedure and that dues of \$50 is due. They should also note that people need to wear their name tags.

ACTION: Information regarding the 3rd concert (Preview) will come from Tom.

ACTION: Lynn will work out roster coordination with the section monitors after the first rehearsal and once choral members have submitted any changes to their information.

ACTION: Section monitors will coordinate any changes with Lynn.

Marcia discussed the proposed changes to our Monday rehearsals on holidays. It was determined to keep the Monday schedules. We will move all proposed Tuesday rehearsals back to their original Mondays.

ACTION: Section monitors should arrive at the first rehearsal early, 2:15 to hand out music.

ACTION: Pat will have a check off list for dues payments.

Tom thanked Earl for his work on obtaining the donor party host. Tom and Earl will be working on advertising.

The small group was discussed and Ted is out for a few weeks, and so discussion will be held when he is available.

ACTION: Tom will email Ted and ask about his intentions and plans for the small group and we will try to get a small group together for the December timeframe if possible.

Pat will put a budget for the group together. The small group should break even this year. However, there are ticket sales and other items that create revenue as a result of small group performances that cannot be specified in their budget.

Marcia provided some ideas for future venues, and will link our web site to the West Valley Arts Council site. Marcia discussed having a "House Manager" to provide ADA plans for venues.

Tom mentioned that officers on the web site were from an old list and will talk to Jim about updating the site.

The next Board meeting is scheduled for October 16th at 12:45 PM.

First rehearsal is Monday, September 11th and all should arrive at 2:15 to pick up music.

The meeting was adjourned at 11: 30 AM.