**Pemigewasset Choral Society**

**Executive Board Meeting**

**April 2, 2018**

**In Attendance**: Sarah Bunkley, Kay Hanson, Will Gunn, Mary Lloyd-Evans, Ann Nichols, Anita Ross, Valerie Sargent, Susan Scrimshaw, Sarah Willingham

A motion to approve the minutes of the March 5, 2018 meeting was made by Sarah Bunkley. Anita seconded and the motion carried unanimously. (A minor change to the minutes was discovered necessary later on during the meeting.)

**Director’s Report**-Will Gunn

Will is planning to put together readings that pertain to social justice to help tie the program together. He will ask the choir for ideas for readings.

Discussion: Our country’s political environment is weighing on peoples’ shoulders. How controversial can our readings be? Do we want to make a political statement? Will wants to tread lightly. We have a diverse group of singers. We would not want to make anyone in the choir uncomfortable. We can generally acknowledge the sentiment without making it a “political bomb”.

The soloists for the Spring Concert will be selected from singers within our membership.

**President’s Report**- Ann Nichols

Our next scheduled Board Meeting will be Monday, April 30th, at 5:30 PM, to be followed by the Annual Business Meeting for all choir members at 6:30 PM. The rehearsal will begin at 7:00 PM. To have the Board Meeting on May 7th (as was originally planned) would conflict with our final dress rehearsal.

The Budget Committee Meeting was attended by Ann, Ed, and Will. Ed will come up with the formatted annual budget to be presented at the Annual Business Meeting.

Ann presented the list of the current Slate of Officers. She had highlighted the names of those members who are up for election at the Annual Business Meeting. She has not yet heard back from Kristen Bushway as to whether or not she wishes to continue on the Board as a Member at Large.

Susan Scrimshaw, our new Fund Raising Chair had questions for the Board:

Do we have level of giving / contribution categories? Answer yes: Contributor, Donor, Sponsor, Patron, Special Friend. She needs membership and donor lists. Val has these lists and will get them to Susan. Susan would like to expand the donor list and would like to appeal to more corporate sponsors.

Publicity and Fundraising overlap in some responsibilities. Susan will need to meet with Ryan Picard and with the publicity coordinators.

Our endowment reserve funds are held in CDs.

Ryan Picard is asking for a modification to the “asking for donation” calendar. He fundraises for several organizations and is trying to avoid overlap.

Perhaps the Board should consider changing from sending out an appeal once per semester to just an annual appeal. Annual giving might appeal to more businesses. We could use more business sponsorship.

**Treasurer’s Report**- Ed Loranger

The Board perused the monthly Budget Report submitted by Treasure, Ed Loranger. It was noted that with the help of matching funds, $5,400 was raised for the “citrus sale that wasn’t”.

We made a profit from last semester’s concert CDs. Usually we are in deficit.

**Vice President’s Report**-Valerie Sargent

Valerie will be passing out the name and town information sheets at rehearsal tonight. This is to insure that all those listed on the concert programs have their names, part they sing and town they come from listed correctly.

A suggestion was made that long-term members become buddies for new members.

Robin Adams and Becky Lougee have volunteered to organize the year-end dinner party. Fifty to sixty choir members expressed interest in attending. Should we have a Social Director as one of the positions on the Pemi Board of Directors?

**Contracts**

Leslie had received $4,000 per semester as Assistant Director. The Buget committee recommended that we increase Will’s pay to $5,600 per semester ($11,200 per year). Sarah Bunkley moved that we accept Will Gunn’s proposed contract put forth by the Budget Committee. Anita seconded and the motion carried.

Leslie McDonnell now makes $100 per rehearsal until the performance accompanist comes and plays for the last 7 rehearsals of the semester.

**Fund Raising**

Joel Funk did a good job promoting the fudge sale and handing out the fudge order forms.

**Publicity**- Anita Ross

Ryan Picard and Nina Sargent need to go over the spreadsheets of concert donors. The finalized list of singers needs to be provided by Valerie.

April 16 is the printing deadline for the concert program. Printer, Donna Sullivan needs to be reminded to keep the Pemi concert program “on the top of her pile”. It is very important that the concert program be carefully proofread, making sure the ads are the proper size and that every person on Val’s lists is in the program.

In the past Nina had problems getting many business donors to submit their graphic to the printer. A suggestion: ask the businesses if we can print their business card.

At rehearsal break Logan, Anita, and Ryan need to meet to coordinate publicity.

**Librarian’s Report**- Mary Lloyd-Evans

Will is still in the process of culling the big box of music.

Wendell Broom is planning to relocate to Arizona or Texas on May 15th. How will this impact the storage of the music library in his barn? Ann will need to discuss this with him.

Dan Perkins has offered to take any of our culled music and distribute it to appropriate places.

Mary will bring the black concert folders for distribution on April 30th.

**Wardrobe**

The Friendship Chorus has asked to use our spring concert scarves for their Rumania and Bulgaria tour. Ann has told them they can use them if they launder then before they are returned.

A wardrobe reminder is needed this week. Men will need to wear jewel toned shirts in our up coming spring concert.

Lady tenors will need to decide whether to wear bows or scarves for the spring concert.

Bouquets will be needed for Leslie, Laura, and Will. It is hoped that Eileen will do the flowers.

After a brief executive session discussion, a **motion to adjourn** was made by Sarah Bunkley. Mary seconded and the meeting adjourned at 6:25 PM.

The next meeting for the Pemi Board of Directors will be at 5:30 PM on April 30th at the Pease Library.

Respectfully Submitted by,

Kay Hanson, Secretary for the Pemi Board of Directors