**Pemigewasset Choral Society**

**Executive Board Meeting**

**September 10, 2018**

**In Attendance**: Sarah Bunkley, Eileen Curran-Kondrad, Will Gunn, Dan Hale, Kay Hanson, Mary Lloyd-Evans, Ed Loranger, Ann Nichols, Anita Ross, Logan Ross, Valerie Sargent, Susan Scrimshaw, Allan Stern, Sara Willingham

The minutes of the previous August 13, 2018 meeting were approved as amended.

**Director’s Report**- Will Gunn

Will is pleased with the member turn out to our first rehearsal.

The featured pieces in the spring concert are *Frostiana*: the lyrics of the music are set to poems by Robert Frost, and a new commissioned work by Ian Soderberg.

A suggestion was made that the reading of Frost poems could be incorporated into the program. Another suggestion: that corporate sponsorship could be elicited for the poems being read instead or sponsoring a musician’s chair.

Will estimates the cost for obtaining the orchestra to accompany the *Frostiana*, plus the commissioned piece to be $9,000. This is above our budget, but for that price we will get quality musicians. We have time to reach this challenging amount through fund raising.

The Pemi By-Laws state that, any expenditure over $3,000 needs to be taken to the membership for a vote. If we do not raise enough through fund raising, the membership will be liable. We do have $42,000 in reserves, as we keep a year’s budget in the bank. We were able to raise the needed extra funds when we performed the *Faure Requiem*.

**President’s Report**- Ann Nichols

Ann asked that the board consider giving a gift to the Pease Library as a thank you for our use of their conference room. Additional money has been budgeted for such an expense. Ed will confer with Katherine Hillier, a former Pease Librarian to give us a recommended amount for such a donation.

Susan Scrimshaw and Allan Stern have agreed to attend the annual Holmes Heritage Society reception, ceremony and dinner on September 28th in the Prospect Dining Hall at PSU. The reception is for those institutes and organizations that contribute scholarship monies for PSU students. Representative from the Pemi Choral Society have been invited to attend, as Pemi is involved in offering the Swift Scholarship.

PSU Contract:

Ann still has not received the Pemi’s financial contract for the use of Silver Hall from PSU. The preliminary contract shows what is covered but does not clearly spell out what is not covered (the costs of risers, stage crew, lighting, etc.). Ann has asked for clarification, but has not yet been able to meet with the Silver Hall administration.

Ann will have us move forward without a contract until we get a reply.

In other years Pemi has paid for the tuning of the piano in lieu of renting the piano from Silver Hall. A few years back, Pemi shared with the University the cost of the risers and the shell, splitting the bill. It was noted that the proposed contract is charging Pemi $1 per ticket or $250 which ever is the greater amount.

The warm welcome-back by Ann and Will at our opening rehearsal went very well.

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

So far we have 85 singers this semester.

Valerie has made nametags for those who have signed up for them and has straitened out the email address list.

**Treasurer’s Report**- Ed Loranger

No money has been spent since Ed’s last report. (No bills have come in.)

Fifty-five people have paid their music fees so far. Music fees are due on our third rehearsal.

Deborah Corr, from our Soprano 2 section has spoken to Ed about being willing to take on the office of Treasurer for next year. She has a financial background. It was proposed to make Deborah a member of the Finance Committee, have her attend Board meetings and begin working with Ed.

Sarah Bunkley moved that Deborah Corr be invited to attend Board meetings as a non-voting member. Susan Scrimshaw seconded and the motion carried.

There needs to be another announcement at tonight’s rehearsal to remind singers that they can buy their copy of the Rutter *Icicles* for $20.

We still need a volunteer to take on the citrus fundraiser. The citrus company that we have dealt with in the past has contacted Ed with their new price list.

**Marketing Team Report**- Susan Scrimshaw

Justin Stratton will select a printer, and get a quote from them. The Marketing Committee will oversee that his selection and prices quotes are acceptable.

Susan presented the rest of the marketing committee report. At our September meeting, the report presentation had been curtailed due to time and had been tabled until our next meeting.

A digital version of the press release needs to be sent out to music schools, theater programs, high schools, colleges, NH Music Educators Association, etc., in an attempt to gain a regional appeal.

Live streaming of our concert will be explored.

We can save money by printing fewer stuffers and concert flyers.

There will be a modified time line. Press releases need to go out earlier…by Oct. 1st. Anita needs to have the press release addresses for the various newspapers and media outlets.

The fundraiser letter of appeal will only be sent out once a year.

A letter from our director and our president need to be in the concert program. The bios for Will and Laura are done, but need to be checked over by both Will and Laura.

The large donors need to be recognized for their support of Pemi. Susan Scrimshaw and Allan Stern would be willing to host a small reception for such donors as their contribution to Pemi.

The marketing committee’s highest priorities will be to get the time line right for the printing of the concert programs, distributing the posters, obtaining program ads and distributing press releases.

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

Mary extends a thank you to everyone who helped hand out the new music folders at registration. There are still ten complete folders available to hand out.

Five *Hodie* are missing*.*

**Other**-

The quality of the concert recording was not up to par. The volume at the beginning of pieces is too soft.

The meeting adjourned at 6:20 pm.

The next meeting of the Pemi Choral Society Board of Directors will be at 5:00 pm, October 1, 2018 at the Pease Library.

Respectfully submitted by,

Kay Hanson, Secretary for the Pemi Choral Society Board of Directors