**Pemigewasset Choral Society**

**Executive Board Meeting**

**November 5, 2018**

**In Attendance**: Sarah Bunkley, Eileen Curran-Kondrad, Joel Funk, Will Gunn, Dan Hale, Kay Hanson, Ed Loranger, Marilyn Pomerantz,Anita Ross, Allan Stern, Sara Willinghamu

The minutes of the October 1, 2018 meeting were accepted as presented.

Director’s Report- Will Gunn

Will has submitted his unedited program notes to Sally Grand for the concert program.

Will has cut Ave Maria from the concert program. We have not been rehearsing it enough to be ready to sing it in our up coming concert.

The security access to Silver Hall is now an electronic system. Will has been issued a security card for building access.

The Pemi schedule lists no rehearsal on Veteran’s Day, November 12th. Will feels we could use the practice and will hold the rehearsal at PRHS.

Will is involved in the PRHS music/theater production and will not be able to attend tonight’s rehearsal. Leslie McDonald will be directing the choir tonight and running the soprano/alto sectional practice. Laura Belanger will be running the tenor/bass sectionals.

As per Pemi By-Laws a trip is offered on odd years (2019 is an odd year). Will is willing to direct a concert tour, but it would need to be in August to accommodate this schedule. In the past Rick Vogin of Plymouth Travel has organized the tours. It was suggested that we look into working with other travel tour companies.

President’s Report- Dan Hale (in lieu of Ann Nichols)

Although we have received a letter from Hannah Grady, there are actually 3 Swift Scholarship recipients. Hannah, Daniel Bronson, and Steve Lindbloom will come to meet the Pemi Board at our November 26th meeting.

Changes on the Pemi Board:

Ed is working with Deb Corr to get her ready for the Treasure’s responsibilities for next year.

Mary Lloyd-Evans has had to step down to deal with her husband’s illness. Sarah Bunkley has agreed to take on the Librarian position in Mary’s stead.

Val Sargent is stepping off the Board. Marilyn Pomerantz will assume Val’s position as Vice President in January for the spring semester.

An At-Large position has opened up. Justin Stratton will be asked if he would fill this position.

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**Changes for next year**:

Joel Funk says he is willing to continue on the Board for another term in an At-Large position.

Ann’s term of President will be over. She will continue on the Board as Past President. Susan Scrimshaw is willing to be considered for the Board President position.

Robbin Adams has expressed interest in either being on the Board or being on a committee.

**Concert Final to-do list**:

Eileen has ordered the poinsettias for the stage.

Sarah has a Ryder Truck reserved. Val’s husband and others will be available to help in setting up the risers.

Press releases are out to the newspapers and church bullitens.

All email communications for the Pemi membership should go to Ann. Ann will the distribute the information to Pemi members.

The **music library** is stored in cardboard boxes. These are not rodent proof. Sarah Bunkley has recommended that we purchase closed shelving. In shopping she has found 2 Rubbermaid units for $280 a piece that serve our needs. Ed assured the Board that the funds to purchase such are in our treasurer. Susan moved to appropriate the funds to purchase closed shelving for the music library. Anita seconded the motion and the motion carried.

**Tour:**

Is there enough interest to put together a tour in August?

People want to know where and when before committing. Having a balance of voices has been an issue on past tours. The tour needs to be affordable. People’s physical abilities (walking, sitting a while, etc.) need to be considered.

Singing locally at nursing homes and retirement home and singing in small groups should be considered.

**Vice President**- no report

**Treasurer’s Report**- Ed Loranger

Ed presented his balance sheet to the Board.

$1,400 will come in if we sell all the syrup and honey we got on order from McLures.

Citrus sale:

Ed will make sure the loading dock at PSU is available for the citrus order arrival and distribution. Only 20 people took order citrus order forms last week. Ann will make an announcement to remind people to participate in our citrus fundraiser.

**Fundraising/Marketing/PR/ Publicity Committee Report**-

All 14 chairs at $500 have now been sponsored. All donors will be sent a letter of acknowledgement. A brief personal note will be added to every letter. Out of town donors will be sent a concert program as well.

The programs are printed. The consensus is that they are gorgeous.

The Fundraising/Marketing/Publicity/PR Committee will meet again as a group to evaluate how things went and what needs to be tweaked for the spring semester.

Librarian’s Report- Sarah Bunkley

The music library will be moved this Sunday, Dec 2, from Wendell Broom’s barn to Sarah Bunkley’s barn. The actual street address number for Wendell’s barn needs to be obtained from Val. Sarah is hoping that at least 15 people can come to help set up a “chain gang” to move the boxes out of the barn and into Sarah’s horse trailer.

Ed will check that Pemi has an insurance rider for off site storage for the music library.

Wardrobe Report- Eileen Curran-Kondrad

Bow ties and scarves are available at tonight’s rehearsal for singers to pick up.

Other Business-

Dan needs people to help unload the honey/syrup orders at 6:10 pm at our next rehearsal. He will need tables in the Silver Hall lobby. There were 30 participants that handed in orders for the honey/syrup sale.

The order of program list needs to be made available to the choir so that they can organize their music for the concerts.

Allan moved that the meeting be adjourned. Anita seconded. The meeting adjourned at 6:20 pm.

Respectfully submitted by,

Kay Hanson, Secretary for the Pemi Board of Directors