**Pemigewasset Choral Society**

**Board of Directors Meeting**

**April 22, 2019**

**In Attendance**: Joel Funk, Will Gunn, Kay Hanson, Ed Loranger, Ann Nichols, Marilyn Pomerantz, Anita Ross, Susan Scrimshaw, Allan Stern, Justin Stratton, Sara Willingham

**Approval of the Minutes**

Marilyn moved that the minutes of the March 4, 2019 meeting be accepted as amended. Susan seconded the motion, and the motion carried.

**Director’s Report**- Will Gunn

For the Tuesday dress rehearsal, there will be a 3-hour call for the musicians. The musicians will rehearse with Will first and then rehearse with the choir. The choir will be practicing the last half of the concert program with the orchestra and then after the orchestra is dismissed, practice the first half of the program.

Will has checked over the concert venue in Gilford. He is confident that his vision of placement for the choir behind the orchestra will work. The altar structure should be strong enough to handle the weight of the risers and 80 singers.

**President’s Report**- Ann Nichols

Annual Meeting plan:

Ed Loranger will present the 2019 -2020 projected budget.

Joel will ask for motions from the floor to nominate the proposed slate of officers. Only the terms of office that expire on an odd year (2019) are up for election.

The following slate will be proposed:

President: Ann Nichols

Vice President: Marilyn Pomerantz

Librarian: Sarah Bunkley

Fund Raising: Susan Scrimshaw

Wardrobe: Eileen Curran-Kondrad

At Large: Justin Stratton

At Large: Joel Funk

Chris Mega is all set for using the sound booth at Hanaway Theater for recording the Sunday concert.

Ann will send out her usual email reminders to the choir about getting ready for the concert. (staying hydrated, carrying music folders in the left hand, etc.)

**Vice President’s Report**- Marilyn Pomerantz

One of her distribution lists had been missing. That has all been straitened out.

**Treasurer’s Report**- Ed Loranger

This is Ed’s (as our outgoing Treasurer) last Treasurer’s Report. Deborah Corr will be doing the report at our next meeting.

Ed is hoping that our donation only crowd at the PSU Concert will bring in $2000 in revenue.

Ed will be handling the reconciliation of the money taken in at the Plymouth Concert. Volunteers will be collecting the donated money at the door.

With Ed retiring as our Treasurer, Pemi will need a new corporate address. For Federal tax reports we must have a physical property address. The government will not accept just a post office box number. The new corporate address will be listed as Deborah Corr’s home address.

The Board thanked Ed for his years of service as our Treasurer, and gave him a round of applause.

**Publicity**- Anita Ross

The concert programs should be coming in from the printer on April 29th.

Logan’s press write-ups have been submitted to the papers.

Anita still has posters and bookmarks that could be distributed.

Board feedback: The large size of the posters made them hard to fit on the limited spaces on community bulletin boards. The smaller size flyers should be of a size that is convenient for mailing. The posters were very light in color. It would attract more attention to have a bolder font and brighter colors.

Electronic copies of the posters have been sent out to the choir. A copy of the press releases should also be sent out to the choir and posted on the Pemi website.

If we want the publicity timeline on the website it would need to be in a password protected page.

**Fundraising**- Susan Scrimshaw

Susan has found volunteers to collect the admission donations at our various concert venues.

Susan needs an advance sense of what music is being planned for the up coming fall semester. This would give her an idea of what our upcoming fundraising needs will be. It was suggestion that Susan consult Will on this.

**End of the year dinner**:

The dinner sign up sheets need to be passed around one more time. The Common Man is available to accommodate the dinner. They have a $150 venue charge that they usually waive for our non-profit group status. Then there is a 20% service charge. Their function menu seems very expensive.

It was suggested that we talk with the Six Burner Bistro and see if their prices might be more reasonable.

Ann will remind people to sign up for the dinner when she makes her announcements at tonight’s rehearsal.

**Wardrobe**- Sara Willingham

Tenors and basses need a reminder to wear a long sleeve white shirt. Ann will add this to her list of announcements for tonight’s rehearsal.

Sara will bring the scarves and ties to dress rehearsal.

Sara will need to arrange for someone (usually on the soprano side of the risers) to slip off stage and bring out the bouquets.

Sara should meet with new chorus members in the hall at rehearsal break to go over the correct concert dress.

It is important that the choir understand stage presence. Choir members should be focusing on their music and parts and not chitchatting before the curtain goes up.

It was suggested that the Board could consider having a logistics coordinator.

Electronic notebooks can create a glow. The Board may need to come up with a policy on such devices.

**Other:**

Ann was thanked for her leadership and for continuing for another term. She replied, ”I can’t do it without a good Board”.

The next meeting will be at 5:00pm, Aug 26, 2019 at Pease Library. The By-Laws will be reviewed to insure that our Board members know what’s in them.

August 26th is also our first rehearsal for the fall semester. We will need to set up for registration at 6:15pm to be ready for a 7:00pm rehearsal.

The September 2nd rehearsal falls on Labor Day. We will need to find a place other than PSU to rehearse, as the university will be closed that day.

The September Board Meeting will be on September 9, 2019.

The meeting adjourned at 6:10 pm.

Respectfully Submitted by,

Kay Hanson, Secretary for the Pemi Board of Directors