**Pemigewasset Choral Society Board Minutes, Jan. 31, 2022**

**In attendance:** Robbin Adams, Sarah Bunkley, Sue Chadwick, Deborah Corr, Will Gunn, Dan Hale, Mary Hazelton, Marilyn Pomerantz, Anita Ross, Susan Scrimshaw, Allan Stern. Absent: Logan Ross, Eileen Curran-Kondrad

**Approval of meeting minutes from November 22, 2021-**approval unanimous

**Director's Report – Will**

PSU Contract Update- No Contract yet. Stu Crowell is reviewing and may change Tamara’s flat rate to a more nuanced approach. Rehearsal space and practice room will probably be $100 per week. The performance fee this semester will be waived because we are performing with PSU musicians and are providing the orchestra. However, we should be aware that things may change next season.

Ticket Prices-Discussed whether to charge for tickets as opposed to donation basket. Unclear on why revenue from concerts was down last year. The board will discuss donation vs. tickets at a later date. In the meantime, Will is going to offer a $500 honorarium to the PSU singing groups.

Timeline for Program Information-not discussed

**Acting President's Report-Marilyn**

Reschedule Retreat to-Sat., Feb. 26 at Deb’s house, 10:00am to 4:00 pm. Bring lunch item to share.

50th Year-We will celebrate during the 2023-24 season. The first rehearsal was in the fall of 1993 and the first concert was in the spring of 1994. The board decided to go with 50 years from the first concert.

Strategic Needs Analysis (Deb)- Deb has a grid that could be a useful tool in determining qualities and skills needed for positions on the board. This, and the idea of having committees to go with certain positions will be discussed at the retreat.

Next Meeting – Is Feb Needed? We will include any board business at the retreat.

**Vice President's Report – Marilyn**

**Treasure's Report – Deb**

Financial Reports-Applied for $6,000 grant from New Hampshire Council on the Arts. Will hear in March.

Approval for Insurance Quote from D&O-unanimous vote to purchase Directors and Officers Insurance from Liberty Mutual for $575 a year with no deductible.

Hearts & Hands Thrift Shop- Grant Application/Other Grantors (Gary’s List)-unanimous vote to for Deb to pursue a grant from the thrift shop for $500 to cover the cost of the air filter for chorus room (on backorder).

Can we ask for donations at concerts? TBD whether tickets or donations.

**Nominating Committee – Dan**

We’ll hold off on appointing someone to fill Sarah Willingham’s board position. Concern expressed over current practice for choosing candidates and the need to include the whole nominating committee in the choice process. The procedure for making nominations and other procedures will be discussed at the retreat.

All positions will be open for this spring’s election with 2-year terms and a total term of 6 years allowed for each position. Need to be aware that voting is earlier than usual this year and timeline preparing slate of officers is shortened.

**Publicity Report – Anita and Logan/Susan**

Logan is taking this semester off. Anita will be doing all the publicity. Send any Instagram items to Anita.

Program is almost complete. Susan will ask Lisa Lundari to design the cover again.

**Fundraising Committee Report – Susan**

As of January19 we have raised $20,035. in donations from 67 donors for the 21-22 fiscal year.  Most donors are Pemi Choral members and their friends and family.  All instruments are funded for the spring 2022 concert.  Thank you/IRS acknowledgment letters were sent to the donors today (1/31/22).

**Librarian Report – Sarah**

All is well. One folder from last semester still outstanding after many requests. Marilyn will send a reminder.

**Wardrobe Report – Eileen**

 Eileen is off this semester. We will wear all black at the spring concert.

**Other Business**

Pemi will meet at PSU next week and from then on. Will will send a rehearsal schedule to Allan to put on the website.

Chorale and Chamber group have been invited to rehearse with us. They are tested for Covid every week.

Susan-strategic needs analysis will be important to complete for the retreat. What skills do we need to get things done. Need to work on a book of procedures since not all the information needs to go in the by-laws.

**Next Board Meeting** – will be part of the Feb. 26th retreat.