

Minutes Meeting of the Fairbanks Sweet Adelines Management Team

Attending: Carol Slater, Nancy Frith, Gayle Miller, Janice Cleworth, Amy Dye, Kanza Keill

Absent: Joy McDougal, Judy Dellinger

Guest: Carol Ann Varner

The meeting began at 5:45 pm, 2/11/20, with the approval of the last month's meeting minutes. Carol praised Judy for getting us 'really good' minutes in a timely manner.

Financial report. Amy reported on the previous month's activities and gave the financial balance. 12,435.21 She explained placement of monies in the various categories, the Christine Upton fund, and Christmas Show income, and gave balances of each. The Christmas show total income was \$14,231.40; Expenses were 3,979.53 ; net income was 10,251.87. GLS and FSA each made 5,125.94.

New and ongoing problems with the service at Spirit of Alaska has resulted in the team deciding to change banks. After some discussion a consensus was reached to close our account at Spirit of AK, and open one at Mt McKinley Bank. It was suggested we do so the first of March. Signers should be Amy Dye, Joy McDougal, and Carol Slater.

Production team report Nancy gave an overview of the Show's production and made the following suggestions for next year's show:

1. Utilize the same venue, West Valley performing center, if we can get on their calendar. The team will work on that next week.
2. Set and enforce severe time limits on the chorus performances.
3. Increase print and video advertising for Christmas singers, and consider a PSA video for the show. The team suggested getting TV station personnel to film at a rehearsal.
4. Keep the contact spread sheet up to date with mailing and phone information for all volunteers, and potential volunteers.
5. Prepare an encore number to end the show, something the audience can sing with, perhaps such as 'we wish you a merry christmas'.
6. Shorten the intermission sing along by working alternately with GLS, perhaps.
7. Advertise in announcements and at break to reinforce the deadlines we set for financial reports and for thank you cards.
8. Provide hanging racks for clothing in the make-shift dressing rooms.
9. Continue the practice of conducting a safety meeting before the show.

Music team report: Gayle discussed the needs for the team to meet and decide on additional songs to fill out an Alaska package for summer performances, for continued work on getting learning tracks onto the website, and for changes to the audition music. The team also discussed expectations of a new director or co director, and the difficulties in finding candidates, and for getting potential directors to Harmony College Northwest.(note from Carol Ann: June 12 – June 19, 2020, in Tacoma)

Fundraising team report: Each team leader was presented with a portfolio explaining the Christine Upton memorial fund, the possible uses of the money, funding sources, and an application form. These resources will be put on the website, for members to read and use.

Dody Maki, Fund Raising Team Leader, and Carol Ann Varner, Team Member, gave a presentation on the details of the Christine Upton Memorial Fund, and asked for consensus/approval from the Management Team to go forward with preparations and dispersement of the Fund. Dody Maki and Carol Ann Varner will be administrators of the Fund. The purpose of this Memorial Fund will be to assist members in full-membership status, through an application process, with monetary support for such things as dues, attending regional competition in Spokane, WA, child care to attend Sweet Adelines' functions and performances, and other approved situations. Funding will come from donations, and a 2% portion of all Fund Raising Team proceeds. There was consensus from the Team Leaders to pursue fundraising for the Memorial Fund and dispersing it as applications are approved. Chorus Treasurer will continue to include contributions and disbursements in monthly report to Team Leaders. Once the minutes have been approved the date should be a part of the category on the monthly financial report: ie: Christine Upton Memorial Fund (Approved February 11, 2020)

Membership report: Joy sent this early, as she was due to be out of town. The report included a long list of important activities the membership team has accomplished this month including: outreach to ailing members, support of the coach visit, and work with international records. Plans for the rest of February include orientation for new members, and installation. Our membership total this month is 35.

Communications report: Kanza reported that her team has been busy uploading learning tracks, and organizing the website. She has made plans to correct the poster and program order numbers for next year with the information we have from this year.

Visual: Janice reported that the visual team has been hard at work making sure all new singers are outfitted for our summer sing outs, getting costumes tried on and ordered for competition, and planning for a new costume made by matching shirts to colors on a new scarf.

Old Business:

1. Regional has encouraged us to accept a Performance Enhancement Training (PET) opportunity. We have chosen July, but are still looking for just the right teacher. Our preference is for it to be a Thursday night only presentation.

2 .Competition 2020 Friends and Family performance will be on April 4. The production team will look into reserving Raven Landing for the venue. We will need it from about 2:30 – 6pm. Other venues suggested in case it is not available, but all came up short.

New Business:

1. Elizabeth and Talia are the nominating committee, and each current officer should let them know whether she will be wishing to continue in her post.

2. The team discussed rejoining the Chamber of Commerce, but the consensus was to decline their offer.

The meeting was over at 8:30pm

Nancy Frith