

**Fairbanks Frontier Chorus**  
**Joint Management / Music Team Meeting**  
**January 18, 2020**  
**UCPC**

Carol called the meeting to order at 10:11 a.m. Attendees: Luanne Berline, Leslie Chamberlain, Janice Cleworth, Judy Dellinger, Sandy Dunkle, Amy Dye, Nancy Frith, Kanza Keill, Dody Maki, Joy McDougall, Gayle Miller (via phone), Michiyo Nagaoka, Jennifer Shelter and Carol Slater.

**Agenda:** Approved as presented.

**Minutes:** Minutes from the January 19, 2019 were emailed with the agenda. The minutes from the November 12, 2019 Management Team meeting were approved via email.

**Financial report:** Financial Reports were provided for the months of November and December, 2019. We had a balance of \$5,713.72 carryover from November to December in checking. December income of \$8,160.62 and expenses of \$7,446.30 left a total of \$7,955.30 carryover into January 2020. Savings has a total of \$32,658.26 and earned \$3.05 interest. The 18-month CD has \$5,630.57 and earned \$7.63 in interest. Competition account didn't change with \$2,033.18 but will be added to once the Christmas show numbers are finalized. Club account has a total of \$2,082.33 and Costume account has a total of \$1,350.86. The Christine Upton Scholarship Fund has a total of \$521.50. Amy provided a financial report of the Christmas show and said she is working with the treasurer of the men's chorus to finalize the accounting.

**Team Leader Reports and 2020 Goals:**

**Production:** Carol provided a written report of the Christmas Show wrap-up meeting on December 10, 2019. Alaska Tickets sold twice the number of tickets sold last year. Consensus for next year was to reduce the number of programs (as we had over 200 left over), utilize the photo gallery, have an encore song prepared and work to get a spot on TV. Joy and Jen will help Sandy with thank you notes. We discussed how to set a time limit for length of show and a deadline for reconciling financials. We discussed the new venue and other potential show venues for next year. We also discussed ways to increase our outreach in the community to increase the number of new Christmas singers.

**Membership:** Joy provided a written report. The team met to set goals and plan orientation. Goals included planning socials, providing support for new members and a performance opportunity program (POP) in the Golden Days Parade. Joy has membership paperwork from two Christmas singers and expects to get paperwork from two more. The remaining two Christmas singers opted not to join at this time. Discussed setting a deadline for Christmas singers to join if they want to go to competition as the timing is important to order costumes and registration. Carol suggested discussing this with Gayle and Joy. Janice would like to know by the end of the month. It was suggested Joy discuss the parade POP with Gayle soon as it will need planned before the next fiscal year.

**Visual:** Janice provided a written report. The look for competition will be "rugged Alaska women" and they are ordering samples of red flannel shirts to check sizing and quality. Advised using a supplier that will be reliable to order more shirts later and to watch out for suppliers whose items are often on back-order. The Team met to review progress on 2019 goals and to set new goals that included coming up with a summer costume and outfitting new singers. Also,

new yoga pants were ordered and members can purchase their old yoga pants for \$8.

**Communications:** Kanza provided a written report. She gave 50 programs to Dody and put the rest in the storage room. Erin is helping with the website. Several of her team members know how to convert music to MP3 and a few can upload onto the website. Their 2020 goals are focused on increasing outreach and include increasing visibility through the use of free publicity resources as well as researching costs of advertising, especially potential use of radio ads.

**Music:** Gayle provided a written report. Gayle called into the meeting and discussed the Alaska package and where to utilize it such as the Fair, Malamute Saloon, Senior Games and the Ice Fog Frenzy. We have three songs and will add Dan McGrew and North to Alaska. To make a 45-minute Fair package we may need to add a few more songs from our repertoire.

**Fundraising:** Dody provided a written report. The Team's goals are to set up application procedures for the Christine Upton Scholarship, collect sponsor ads for the Christmas show and facilitate Singing Christmas Cards. A \$20 donation from Jane Steeves should be moved from Singing Christmas Cards to the Christine Upton fund.

#### **Discussion:**

##### **1. Leah Beverly Coaching:**

In preparation for coaching, it was advised to get off paper and start choreography. We are not in a strong, polished position right now. Discussed showing Leah the video from the last time we did this package at competition; it may be best to focus on the bigger picture. A sign-up sheet for personal vocal instruction (PVI) will be passed around. Joy will double check how much Leah is charging for quartets, PVIs and chorus.

##### **2. 2020 Competition:**

Costume consensus is needed soon so shirts can be ordered. Suggested getting shirts with a pocket to put sunglasses. No suspenders. Someone else could apply for an LL Bean credit card so we could get 15% discount. Can also get an educator discount by entering the school email. We will need to send in competition paperwork signed by Gayle by February 25<sup>th</sup>. New Open Division video contest rules were passed around. The contest is optional. Judges will narrow down contestants to 5 quartets and 5 choruses and upload their performances onto International's YouTube Channel where the winners will be decided by popular vote.

##### **3. Calendar:**

Discussed the calendar sent via email with the agenda. We changed the date of the Strategic Planning Retreat from June 13<sup>th</sup> to June 6<sup>th</sup>. The Midnight Sun Game is on a Sunday this year. Discussed singing at a regular ball game on a Thursday in July. Also discussed having a regional faculty coaching this summer. We would need to decide what we want from coaches. All were in favor of doing regional coaching.

##### **4. Friends and Family Show:**

Discussed changing date from April 11<sup>th</sup> as that is Easter weekend. April 4<sup>th</sup> was chosen with time to be determined after checking with Raven to see if this date is available and what time is available. An alternate venue would be at UCPC in the foyer.

##### **5. Director Search:**

Discussed the need to reactivate the Director Search Committee. Ideas were to put ads in the Pitch Pipe, out to schools, UAF music department, the military, the Newsminer and on International's SING list serve. Also post it on our website, Facebook and make

use of word of mouth. It was difficult to craft an ad that was clear. Advised to talk to Lynette who was in charge of the director search for Pride of Portland and also helped with NW Harmony's director search. We could look at the budget to see if we can afford to raise the salary.

**6. Agendas and Minutes:**

Discussed putting the agenda into the announcements prior to meetings and the minutes with the announcements after they are approved at the following month's Management Team meeting. Approved corrections should be made and sent as soon as possible after the meeting.

**Adjourned:** Carol adjourned the meeting at 12:31 p.m.

**Next Meeting:** February 11, 2020.

Notes respectfully submitted by Judy Dellinger, Secretary