

## **Fairbanks Frontier Chorus Management Team Meeting March 10, 2020**

Carol called the meeting to order at 5:51 p.m. Attendees: Janice Cleworth, Judy Dellinger, Amy Dye, Nancy Frith, Kanza Keill, Dody Maki, Joy McDougall, Gayle Miller and Carol Slater.

**Agenda:** Request was made to add a discussion of the competition breakfast/lunch and a report on the director search. Agenda was approved as amended.

**Minutes:** Minutes from the February 11, 2020 were already approved via email.

**Financial report:** Financial Reports were provided for the month of February 2020. We had a balance of \$12,453.21 carryover from January to February in checking. February income of \$1,572.35 and expenses of \$2,187.85 left a total of \$11,244.81 carryover into March 2020. Some expenses put to the Club account will be moved to the General account.

**Change in Bank:** \$5,000 was moved from Spirit of Alaska Credit Union to a new checking account (\$2,000) and new savings account (\$3,000) at Mt. McKinley Bank. Amy will inform Amazon Smile program and Stripe (for payments made on the website) of the new banking information. All funds will not be moved over until new checks are received.

### **Team Leader Reports:**

**Visual:** Janice provided a written report. The red flannel shirts have been distributed to chorus members. Members were asked to wear their costumes next week so the total look can be assessed before the Friends and Family performance.

**Music:** Gayle provided a written report. Prospective members can now audition with a song they are learning at rehearsal rather than the "Harmonize the World" song we currently use. They decided to add several quartets and small groups to the Fair package so that new members don't have to learn ten songs. Carol Ann took photos of the stages at the fairgrounds as they weren't sure if our risers would fit either stage but the grassy area in front of the Ferguson stage has room enough. They discussed Golden Days Parade. The Chamber requires the non-refundable registration fee to be paid long before we would know if we had enough singers to ensure a proper balance of sections on both sides of the float so we risk losing the funds. Nancy suggested running a recording of our songs with members lip syncing instead. The chorus needs to decide soon whether to hold the PET visit on Thursday or maximize the 5-6 hours of free training allowed by holding in on Saturday. The Management Team was polled as to their preference with most preferring to do it on Saturday. Gayle will poll the entire chorus next.

**Fundraising:** Dody provided a written report. The team did not meet but will start working on IFFF and the Christine Upton Memorial Fund in May after competition is over. Dody said they will start accepting auction items beginning in May.

**Membership:** Joy provided a written report. The team will meet prior to rehearsal this week to continue installation planning. A social is scheduled at 10:00 this Saturday at Raven to make placemats for installation and new member orientation is scheduled for March 21, 2020.

**Communications:** Kanza provided a written report. They decided to purchase Inmotion to provide backup services for our website. Our website cost total was at \$305.86 per year although one large expense, \$159.98 for GoDaddy, has a biannual renewal so total is actually

around \$225 per year. Kanza is looking into why Stripe ways our account isn't activated when it works just fine. Amy will send Kanza password information so that Kanza could move emails from Square from Kanza's email to Amy's gmail. Gayle requested adding information on the website about the Friends and Family performance and asked if Elizabeth could design a poster for chorus members to distribute. Joy asked for the poster to be also distributed as a jpeg so each member could put it on their Facebook.

**Production:** Nancy provided a written report. The team did not meet. Nancy scheduled space at Raven Landing for the Friends and Family performance which will be from 4:30 to 5:00. We have the space from 2:00 to 6:00 to allow time to set up, dress, rehearse, perform and clean up. Raven will provide cookies for the event. She also secured space for the craft day on March 14 from 10-12 in Commons 3. Both events are open to residents as that is how we have free use of the venue. Joy was asked if we need to bring anything. Joy said to bring a ruler, scissors and glue sticks. Gayle said Francis secured West Valley high school for the Christmas Show 2020.

**Competition 2020:** Janice said she completed and paid the registrations for both International and Regional. We will have time for an extra rehearsal on Friday evening as well as just prior to going on stage, as the schedule is quite packed. Janice is working on updating the booklet on everything people need to know about competition. Regional is not sending the plastic badge holders; just the paper inserts. When they arrive in the mail, Janice will purchase the holders to assure the right fit. People can contribute their old ones if they want to. The Management Team looked over the catering menu to decide on a breakfast or a lunch and chose the chicken, roast beef and turkey sandwich lunch options. Total cost for the lunch will be \$971.93 which will be paid for out of the competition account. She will poll the chorus to make sure everyone would be able to have something to eat for lunch. We weren't sure if Marcia is going as she won't know until after she sees her doctor on March 18<sup>th</sup> so Janice will order the lunch after the 18<sup>th</sup> and can pay for it online. Someone still needs to check with Pacific Sound Celebration to see if they have a riser rail we can borrow if Marcia is able to come. We decided to not have an official chorus dinner on Thursday as there was a lot scheduled that day.

**Competition Checks:** After discussion and assessing the number of attendees and amount in the two competition accounts, the amount of \$500 per attendee was approved. The chorus will also pay for the Saturday lunch. Checks will be sent at a later date pending outcome of Corona virus issue which was discussed as it is quite possible that International will cancel all competitions this year.

**Nominations/Elections:** The committee is working on finding people to run to replace Judy and Nancy who are not running for their positions this year.

**Director Search Report:** Carol said she met with Francis who is willing to co-direct. Gayle was advised to create a list of tasks she is now doing and delegate them to others (Francis, section leaders and/or other chorus members) such as music (librarian/legal issues, etc.) Other details (pay/dues, etc.) will be worked out with Francis after shift in duties gets figured out. Joy will talk to Leah to see how other choruses handle the division of duties.

**Adjourned:** Carol adjourned the meeting at 7:25 p.m.

**Next Meeting:** May 12, 2020 with new Team Leaders (No meeting in April)

Notes respectfully submitted by Judy Dellinger, Secretary