

**Fairbanks Frontier Chorus
Management Team Budget Planning Meeting
June 8, 2021
Zoom**

Carol called the meeting to order around 6:00 pm. Attendees: Janice Cleworth, Judy Dellinger, Amy Dye, Kanza Keill, Dody Maki, Gayle Miller, Joy McDougall, Jen Shelton, and Carol Slater

2021-2022 Budget:

Amy presented the 2021-2022 Budget draft and went over income and expenses. Dues were figured with 27 members and 3 associates. She budgeted Christmas show income of about half of the last year we did a show. Income from Christmas cards and other shows was the same as we budgeted for in 2019/2020.

For expenses, Amy budgeted paying dues for 31 members as the chorus covers Gayles dues to International and Regional. She added new expenses to cover the cost of a new Mac laptop, Quicken software upgrade and the purchase of 10 more Sweet Adeline of the Year necklaces.

The question was raised whether the 2% of ad sales for the Christmas show and 2% of IFFF for the Christine Upton Memorial fund should be reflected in the budget. However, each of those events have their own budget and financial reports so the 2% would be reflected there. Only the net of those events gets entered into the general budget.

This budget reflects the money needed to run our organization. It was suggested to add a * at the bottom of the budget with an explanation stating that 2% of that income was entered into the Christine Upton Memorial fund.

It was asked if the biennial report to the state of Alaska should be in the budget. This is paid every other year. The state waived the fee in 2020 as a part of Covid-19 relief and is not due again until 2022.

Carol asked each Team to give feedback on what their Team needs.

- Dody said hers is fine. Sandy D. gave her a box of 150 cards so they're no longer needed.
- Janice felt \$1500 wasn't needed as we would only need funds for props and possibly costume items for new members. We reduced it to \$1000.
- Joy asked if the Club budget is included. No, they are not. It was suggested to remove the words "/Club expenses" and "Club related" and add "etc." after installation.
- Kanza said her budget is primarily for the website as PR usually comes out of show budgets instead of hers. She wasn't sure where the budget for postcards to recruit new members is supposed to come from.
- Jen said hers is fine.
- Gayle said hers is fine.

The line item for "Donation/Scholarship" should be split onto separate lines and the second line should say "gifts" not scholarships. Donations of \$200 is for Raven Landing for use of common rooms. Gifts of \$175 is for choruses and quartets going to International competition.

The educational funding is set aside to send Gayle to SET or another educational training. Gayle didn't think she would go to SET this year but to leave it in just in case.

Under Miscellaneous, the post office rental rates will be increased this year. Budget was amended from \$216 to \$250. For the new laptop, Kanza plans to purchase from IT Works because they will download everything from the old laptop to the new one for her. She will also pick up an adapter for USBs as the new Macs have USC ports instead.

The Management Team approved the budget with the suggested changes.

Questions asked were how our savings look after using \$13,670 to balance the budget. Amy said we are still in good shape. It was asked if we were doing the Fair this year. No, we will focus on the Alaska show instead. We discussed venues and dates for the show. We decided to book August 26 and 27 at Pioneer Park and possibly the 28th to do a matinee.

We discussed continuing to meet via zoom or in person and at what time. We can't meet at the bank still. We decided to continue with zoom and to meet at 6:00 pm.

We discussed set up at UCPC since Patricia is not doing it. Carol suggested each team be responsible for a month. Some teams are quite small and could be combined with another small team. This idea was approved.

Question was raised about keys and getting into the church early to set up. It was decided team leaders would handle the keys and at the end of each month, the team leader would hand off the key to the next month's team leader. We will skip set up for the month of December.

Next MMT meeting is the combined Management / Music team meeting on June 19th from 11:00 am to 1:00 pm at UCPC.

Notes respectfully submitted by Judy Dellinger, Secretary