

## **Fairbanks Frontier Chorus Management Team Meeting September 14, 2021**

Attendees: Janice Cleworth, Judy Dellinger, Amy Dye, Kanza Keill, Dody Maki, Gayle Miller, Jennifer Shelton and Carol Slater

We met via Zoom. Carol called the meeting to order at 6:00 pm.

**Agenda:** Agenda was approved with one addition, discussion of the riser trailer.

**Minutes:** Minutes from the August 10, 2021 meeting were approved.

**Financial report:** We reviewed the financial report for the month of August, 2021. Amy said IT Works transferred the files from the old laptop to the new Mac Book laptop, installed the new Quicken, and transferred files from the old hard drive to the new external hard drive. Because the old Quicken was too old to integrate with the new, everything became uncategorized. Amy made the requested amendments to the July report. Amy reviewed the August financial report. A \$50 show expense needs moved from the Club account to the general account instead. There are a few more Alaska show expenses that need to be entered. The financial report was approved as amended.

### **Team Reports:**

**Production:** Jen provided a written report. She said the team met to finalize Alaska show details. There were a few issues with Pioneer Park such as communication with staff, audio and lighting, and getting the shell and risers in and out, but as we were the first group in there in a year and a half, a few bumps were to be expected. Jen, Gayle and Carol S. met with members of the men's group to discuss the Christmas show music, venue and time constraints. The next Christmas show meeting will be on September 23, 2021. They are looking for a space to meet in besides our rehearsal space so as to not conflict with early rehearsals when they begin.

**Music:** Gayle provided a written report. The team focused on final prep for the Alaska show and planning for the Christmas show. The Christmas learning grid was sent to the chorus. The first bonus rehearsal is scheduled on September 25<sup>th</sup> so people can start checking off their music.

**Fundraising:** Dody provided a written report. The team has a bit of a break from soliciting ads supporters but will get started soliciting for the Christmas program ads in October.

**Communications:** Kanza provided a written report. The team updated the website by reorganizing the Christmas music, adding the guest night flyer, and adding links to the Alaska show videos that Ellen produced. Kanza said the media library wasn't created on the website until 2016 so some of the Christmas music learning tracks are missing but she put on the website what she could find. Kanza updates the Newsminer event section weekly and had noticed they don't always get put in, but when they are, the font is larger now. Kanza thanked her team and Ellen for doing a great job.

**Visual:** Janice provided a written report. The Visual team worked on props for the Alaska show, which turned out great. Janice thanked Carol S. for making new parkas for the members who needed them for the Cancer Walk performance. Costume upkeep is a continuous thing. The team are discussing what costumes to wear for the Christmas show and Luanne is revamping the crystal earrings. She is working on getting costumes back from members who have left the

chorus.

**Membership:** Joy wasn't in attendance but had provided a written report which Carol went over. The Membership team planned the guest nights, ice cream social, and sent out new member contact information. Members were encouraged to wear their spirits shirts or a blue shirt during guest nights. The Sweet Adeline of the Year necklaces aren't done yet because Carol Wilbur, the artist, needed to order supplies. The team is now planning the Christmas show afterglow party.

**Old Business:** None

**New Business:**

We discussed what to do with the riser trailer. It is parked in PJ's, Joy's son-in-law, storage lot and had been covered with a tarp. The trailer has been covered with a tarp which doesn't allow air to circulate. The trailer is starting to rust and the paint is discolored and peeling in spots. Nancy had suggested that the chorus purchase a tent from Shelter Logic at a cost of \$300 to \$500. The management team approved the purchase but asked that Joy check with PJ first to make sure that putting the shelter on his lot is ok with him.

**Next Meeting:** The next meeting will be via Zoom on October 12, 2021 at 6:00 pm.

Notes respectfully submitted by Judy Dellinger, Secretary