

## **Fairbanks Frontier Chorus Management Team Meeting February 21, 2023**

Attendees: Janice Cleworth, Judy Dellinger, Amy Dye, Kanza Keill, Dody Maki, Joy McDougall, Jennifer Shelton, and Carol Slater.

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

**Agenda:** The agenda was approved with one addition, to add “New Director Search” under New Business.

**Minutes:** Minutes from the January 10, 2023 meeting were approved with one correction to the financial report regarding the flat fee paid to the FNSB.

**Financial report:** The financial reports for January 2023 were approved as submitted. Carol noted that the FNSB didn’t charge us a ticket sale fee for IFFF, unlike the Christmas show. Amy said she needed to make a few updates to the financial report for the Christmas show.

### **Team Reports:**

**Production:** Jen didn’t provide a written report but stated that the Boy Scouts helped set up and take down the risers at IFFF.

**Communication:** Kanza provided a written report. Kanza said we sold around 16 tickets for IFFF online. The AK Ticket fee of \$3.85 is paid by the buyer. It doesn’t come out of our ticket sales. People will pay for it because it’s convenient. We get free advertising in exchange for AK Tickets charging this fee. The New-Miner published the article twice. The photo was black and white and the article was split into two pages the first time around. The second time around the photo was in color and the article was on one page. Kanza said the cost of a sticky note ad is around \$500-\$600, should we decide to do that for our next Christmas show. Several commented that they don’t like the sticky note ads. Kanza will check into the cost of doing a radio ad blitz now that we know how affordable the TV ads were. We did have a PSA (free ad) that some members reported seeing on PBS television and on public radio. A suggestion was made to poll attendees next time to ask how they learned about the show. This would help us know whether we are getting a good return on our advertising costs.

**Membership:** Joy provided a written report. We have 25 members with three currently on a leave of absence. She resigned Mary Sweeney from International and Mary will bring her costumes back when she comes back to town. Samantha told Joy that now wasn’t a good time for her to join as she had too much going on with work, family, and school. Dody asked Joy to add volunteer recruitment for IFFF as a Membership team task. Carol cautioned against that because chorus members do IFFF tasks as volunteers rather than as a team duty. Joy said the lunch fee for the Installation banquet will likely be higher than last year.

**Fundraising:** Dody provided a written report which included a compilation of IFFF feedback received thus far. Dody said she is in IFFF follow-up mode now and needs the volunteer’s mailing addresses from Joy and Gayle to send them thank-you notes. She needs to order more thank you cards. Kanza asked if the caterer will give us a discount or refund since they ran out of food. Also, there weren’t any water pitchers on the tables and the water container ran out

and they didn't refill it. The butter was frozen, the chicken was bland, and the potatoes were undercooked. We ordered 200 meals but they billed us for 180 – that's likely the reason we ran out of food.

**Music:** Gayle wasn't able to attend the meeting as she was not feeling well.

**Visual:** Janice provided a written report. Janice thanked Carol for taking over her visual team leader tasks while she was out of town. The chorus purchased the balloon arch so it can be used for future events. Several members donated items such as paper, etc. We were able to borrow several items which helped reduce overall costs. The value of in-kind donations should be included in the IFFF accounting.

### **Old Business:**

- **GVEA Grant:** Carol said she wasn't able to get to this task yet and wondered if this grant was even really needed. We still need to sell the old trailer so we know what the cost difference will be. Kanza suggested asking for a GVEA grant to cover the cost of putting our logo on the new trailer.
- **Alaska Area Music School 2023:** Joy thought she had seen this mentioned in an email from Regional. Carol will ask Gayle about it.

### **New Business:**

- **Holly McClain thank you:** We discussed sending a gift of appreciation to Holly who is scheduled to have her broken arm pinned tomorrow. Holly helped us at IFFF even with a broken arm and does so much for the chorus. We discussed Holly's likes and hobbies and decided to get her a \$100 gift certificate to a greenhouse as she is an avid gardener. The cost will be taken from the Club account.
- **New Director Search:** We discussed what we did the last time we did a search: posted flyers in music rooms at UAF, and alerted music teachers at the FNSBSD. We sent out an e-blast and posted it on our Facebook and webpage. The first thing we need to do is set up a search committee who have varying points of contacts. Dody suggested getting this in the retired teacher's newsletter. The job description will need to be structured differently. Gayle will likely need to coach the new director.

**Adjourn:** Carol adjourned the meeting at 7:20 pm. Kanza requested adding "Trailer Storage" to the agenda next month.

### **Next Meeting – 3/14/23**

Minutes respectfully submitted by Judy Dellinger, Secretary.