

Fairbanks Frontier Chorus Management Team Meeting

March 14, 2023

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

We met via zoom. Carol called the meeting to order at 6:07pm.

Agenda: The agenda was approved as submitted.

Minutes: Minutes from the February 21, 2023 meeting were approved as submitted.

Financial report: The financial report for February 2023 was approved as submitted.

Amy said the CD matures tomorrow and will roll over into the checking account. As the chorus won't need the funds until we go to competition in April 2024, the Management Team made the decision to move the \$20,000 from the CD maturing on 3/15/23 into another 12-month CD. Joy and Carol will go to the bank to sign the CD document when it is ready.

The Amazon Smile program is ending. Carol said when working on the standing rules to send to Regional, it was interesting to review what the Club Category is used for. Amy was asked about the Christmas show report. She made a few updates and will send the final report to the management team.

Dody asked about IFFF entries. Amy said she has more ticket money to deposit and in-kinds and bills to enter. The Square takes a 3% fee so the line item on the Finance Report from Square sales will not equal the amount on the Square report.

Team Reports:

Fundraising: Dody provided a written report. The team met on Saturday, March 11, 2023, to review IFFF successes and ways to improve. It is tough to know from the Square report how much came from auction items and how much from tickets or donations. Francis said at the wrap-up meeting that there is a way to set up the Square to show what was sold (tickets, auction items, etc.) Another problem was that not all the bid sheets were properly marked "paid" and how it was paid (cash, check, or credit card.) The Square report shows a bump at the beginning of the night when people would have been purchasing tickets so ticket sales can be determined by the time stamp. Dody would like the financial report to give a detailed picture of how much IFFF brought in from the silent auction, oral auction, donations, ad sales, ticket sales, and in-kind donations.

Production: Jen didn't provide a written report but reminded us that IFFF used to fall under the Production Team. They organized all but the fundraising aspects (ad sales and auction.) We decided that when we meet as a new Management team in May, the team should discuss what the Production team should be doing. We should discuss potential ways to make IFFF easier for the chorus to do. Ideas were to have it later in the spring or to make it smaller.

Membership: Joy provided a written report which was given by Carol. Dody asked Carol to send her the list of team members as she wanted to know who is on which team.

Communication: Kanza didn't do a written report. She asked for ideas for the announcements.

One suggestion was to see what past members are up to and note it in the announcements.

Music: No report as Gayle was in the hospital. Carol will put in the announcements that Gayle plans for us to do the Alaska Package for the Fair.

Visual: Janice provided a written report and will resend it to the MMT team. The balloon arch is stored in the storage room at UCPC. All we have to do is buy balloons. It can be used outside as it came with stakes. Janice laundered the blue aprons. Naomi returned her costumes and said she wants to return to the chorus someday. The team is thinking about a lighter summer costume and is considering what the chorus will wear at the Fair.

Old Business:

- **GVEA Grant:** Carol asked to put this idea on hold indefinitely as we don't currently need a grant for anything. We still have the old trailer yet to sell. We spent \$6000 on the new trailer and hadn't really noticed that the money is gone, nor did we need it.
- **Alaska Area Music School 2023:** Music School is scheduled for September 9, 2023. We don't know who the faculty will be nor do we have space at UCPC guaranteed. The secretary at UCPC resigned and the church staff hasn't been able to figure out her scheduling system yet.
- **New Director Search:** We discussed and assigned tasks to get the ball rolling. Kanza will check on getting an ad in the military insert in Friday's News-Miner. Kanza will talk to Teresa Reed and put the ad on our Facebook page. Judy will reach out to Jaunelle Celair at UAF (unless Kanza sees her first at a swim meet as Jaunelle is currently on sabbatical.) Judy will talk to the Interim Music Director at UAF. Carol will talk to Kirsten, the men's chorus director, and will ask Francis to talk to the Retired Teacher Association. Carol will check on how to get the ad into Regional's E-Blast emails and Janice will check on Regional's website to see how to place an ad there.

We discussed that the last time we did this, we had three people respond but none worked out due to their lack of understanding of what the job entailed. We discussed the reality that a new director isn't likely going to do the same things Gayle (and Patty) did. Carol brought up the old ad on the Zoom screen and modified it by adding our logo. She will send the ad to the team. For now, the Music Team will direct the chorus. We decided the Music Team and the Management Team will meet on March 21, 2023, at 6:00 PM via Zoom to discuss the Director Job Description and stipend.

New Business: none

Adjourn: Carol adjourned the meeting at 7:45 pm.

Next Meeting – 4/11/23 at 6:00 PM

Minutes respectfully submitted by Judy Dellinger, Secretary.