

Fairbanks Frontier Chorus Management Team Meeting

April 11, 2023

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

We met via zoom. Carol called the meeting to order at 6:03 pm.

Agenda: The agenda was approved with the request to add sale of the trailer to new business.

Minutes: Minutes from the March 14, 2023 meeting were approved as submitted.

Financial report: The financial report for March 2023 was approved with one amendment to move from the Club account to the General Fund account the expenses for thank you notes and envelopes. Amy said she has one more in-kind donation to add and one more deposit. Once IFFF reporting is complete, she will transfer a percentage of the net to the Christine Upton Memorial Fund. We are due to have an audit done. This is required by International and are due by July 31st. These were done by Gayle in the past. Kristi used to work at Princess in their accounting department. All were in favor of asking Kristi to do the audit.

Team Reports:

Production: Jen said she didn't have anything to report.

Communication: Kanza provided a written report. She needs to change the contact person listed on the website and Latitude 65 as Gayle is currently listed. Carol agreed to be listed on the website as the chorus contact person. Kanza agreed to be the contact listed in Latitude 65. We discussed putting an announcement about Gayle's passing on our public Facebook page (it had been mentioned on our private page but not our public page.) Carol will help Kanza write a post about Gayle and reference the obituary when it comes out. Kanza asked for photos of Gayle. Joy said she let Lea Beverly and Char O'Connor know about Gayle.

Membership: Joy provided a written report. There are now 24 members but Joy couldn't bring herself to amend the report. It will be difficult but she will do this after Gayle's funeral. We discussed the \$25 plus tip, per person, cost of the meal at the Greens for Installation. We decided the Club account will pay for the tip plus \$5 for each member, plus any extra meals if 25 people do not come (as the Greens have a 25-person minimum to book the room.)

Fundraising: Dody provided a written report. March was spent collecting the outstanding bids that weren't paid, selling a few more auction items that weren't bid on, and writing thank you cards to all the business supporters and volunteers who helped make the 2023 IFFF a big success. The Wrap-Up Report is finished and distributed, and paperwork is sorted, filed, and ready for the next time. Unsold auction items will be donated. She didn't call or write the caterers to express our dissatisfaction but decided to let it go and not use them again.

Music: Carol provided a written report. The Music Team plans weekly rehearsals and leads vocal warm-ups. The team created the song grid for the Alaska package. Teaching and check-offs have begun. The performance at the Fair hasn't been confirmed yet as the Fair Office isn't open full-time yet for Carol Ann F. to connect with anyone to confirm. We have a request from

the North Pole Branch Library to perform for their Summer Reading Program Event. They will bring this opportunity to the chorus when they have more information.

Visual: Janice provided a written report. The team plans to meet on April 13th before rehearsal to discuss what to wear for the performance at the fair this summer and to discuss ideas for a lighter summer costume.

Old Business:

- **New Director Search:** Janice talked to several music teachers, and they all suggested asking Francis. Judy reached out to the interim director of the music department at UAF and will follow up with him to see if any students were interested. Carol emailed Kirsten but didn't get a response.

- **Alaska Area Music School 2023:** Music School is scheduled for September 9, 2023 and space at UCPC is secured. Carol will try to find out who the faculty will be and what they have in mind. Region 13 will publicize this to the other choruses.

- **Job Descriptions:** Carol attached the Team job descriptions with the agenda and asked the Management Team to review them and cross out what items are no longer being done or reasonable to do and add what we are currently doing. The job descriptions are needed to update the standing rules.

New Business:

- **Management Team Elections:** Joy has a slate prepared for the chorus to approve at the next rehearsal. All positions are filled except the Music Team and Fundraising Team Leaders.

- **Sale of Trailer:** There is still a lot of snow so it was decided to wait until May to sell it. Someone will need to be in charge of this to show the trailer to prospective buyers.

Other: The Director box will stay in the announcements for now. The Director trophy will be put out during Installation but not given out this year. In honor of Gayle, we will keep her tradition of exchanging books going by having a book exchange on the first Thursday of each month. We will need to get the UCPC key back from Holly. The other two keys were accounted for. We discussed what songs we will practice this week. Stephanie began chemo this week. Joy will send members her address to send a card to her.

Adjourn: Carol adjourned the meeting at 7:29 pm.

Next Meeting – 5/9/23 at 6:00 PM

Minutes respectfully submitted by Judy Dellinger, Secretary.