

Fairbanks Frontier Chorus Management Team Meeting May 14, 2024

Attendees: Janice Cleworth, Judy Dellinger, Amy Dye, Kristi Gaikowski, Kanza Keill, Dody Maki, Carol Slater, and Jen Shelton. New team leaders Abbey Coats and Terri Beach.

We met via Zoom. Carol called the meeting to order at 6:01 p.m.

Agenda: The agenda was approved as submitted.

Minutes: Minutes from the April 9, 2024 meeting were approved as submitted.

Team Reports:

Fundraising: Carol introduced the new Team Leader, Abbey Coats. Dody provided a written report. The team revised their job description in the Membership Handbook and worked on a letter to send to businesses to solicit sponsorships as well as Christmas show program ads. Dody created a spreadsheet to record the 42 names gathered from interested women at the Woman's Affair and will send it to Joy. Janice recommended sending handbook updates to the handbook committee via Carol. Once the committee updates the handbook, then the Management Team will review it to approve or make edit suggestions.

Production: Carol introduced the new Team Leader, Terri Beach. Jen provided a written report. Her team worked on the details for the Raven Landing performance including the sound system, riser delivery, and coordination with the Boy Scouts for riser set up. Her team helped with the set up and tear down of the risers for the Raven Landing performance.

Membership: Joy provided a written report delivered by Carol as Joy was absent. Membership of 25 with one new prospect and two members on leave of absence. The team worked on final details for the Installation program to be held on May 11th. Judy suggested having an event review after all events (not just after IFFF) to capture details of what went well, what could be improved, etc. that new team leaders and members might forget by the time we do the event again. Carol will ponder the idea. The list of 24/25 Team Leaders was sent to International. The membership team welcomed several women interested in joining following the successful recruitment at the Woman's Affair.

Financial Report: A financial report for April was provided. We had \$626 in donations at the Raven Landing performance which was 80% of the total. The other 20% went to the College Rotary Club. 25% of the \$626 went into the Competition account. Kristi explained that Carol's International dues are reduced because she is a 50-year Legacy member.

Music: Amy provided a written report via email. We had a fantastic turn out for our Raven Landing performance. Amy believed the head count was 156. She reached out to Lea Beverly to discuss coaching next year but are playing phone tag.

Communication: Kanza provided a written report via email. The Inmotion Hosting (web host) is paid yearly in June. Abbey's brother, Noah, advised not renewing GoDaddy SSL as Inmotion is sufficient for our credit card processing needs. Noah also helped Kanza locate the logo on our website so she could update it to the new logo. She lowered the percentage tacked onto credit

card purchases as we had been charging an overage. The “Welcome Spring” video recorded by Ellen was prepped and uploaded onto our website by Erin who still helps Kanza though no longer a member. She may be in town in June and will drop by rehearsal for a visit. Dody asked about updating the letterhead with the new logo. Kristy will update it and send it to her. Judy asked Kristy to send it to her also. Terri suggested creating new notecards and/or postcards. There are notecards available in the storeroom that have a group photo on them. Janice asked Kanza to update the Management Team section on the website. Janice may have photos of the new team leaders.

Visual: Janice provided a written report. She emailed the chorus about costumes for the Malemute performance and heard back from almost everyone. Costumes can be anything that represents olden days in Alaska. Janice listed prop suggestions for the Malemute and Amy said “yes” to all her suggestions. Her team and Amy are going to the Malemute tomorrow to check out the space on stage. Judy asked if risers are needed. No, the stage is too small for risers. Terri asked if our sound system is required. No, the Malemute has their own system.

Old Business:

Standing Rules Review and New Member Handbook Committee: Only 4 people sent their job description revisions to Carol by the May 2nd deadline. The handbook on the website is dated 2020. It should be updated annually. Judy asked to be on the Handbook committee.

Our Future: No discussion

New Business:

Team Member: Carol will send last year's list of team members to the chorus and ask them to think about what their team preferences will be – 1st choice, 2nd choice, and 3rd choice. Kanza's team needs more members. Carol said she will move from Visual to Communication. Abbey said she can help Kanza with the website by taking care of the sponsor section.

Budget: We reviewed the budgets for each team leader's line item and suggested removing the word “costume” from visual team and “installation” from membership team. Abbey asked about paying some volunteers such as Noah. Dody asked about paying Erin as well. It was felt that offering to pay volunteers could be a slippery slope as lots of people volunteer for us. We discussed ways to show appreciation for our volunteers such as thank you notes, gift cards. We discussed the benefits of belonging to the Fairbanks Arts Association. Gayle used to inform FAA about our events so we just need to find someone else to do that. We need to add a line item for the Women's Affair to the budget.

24/25 Calendar: We reviewed last year's calendar and changed dates, added and deleted events, etc. for things like bonus rehearsals, Monday rehearsals, etc. Amy said she can adjust the time on Mondays to later in the afternoon so working women can attend. Talked about adding sectionals. Amy will see if section leaders could help with Monday extra rehearsals and/or do sectionals.

Adjourn: Carol adjourned the meeting at 7:30 p.m.

Next Meeting – 6/11/24 at 6:00 PM

Minutes respectfully submitted by Judy Dellinger, Secretary.