

Fairbanks Frontier Chorus Management Team Meeting September 10, 2024

Attendees: Terri Beach, Janice Cleworth, Abbey Coats, Judy Dellinger, Amy Dye, Kristi Gaikowski, Kanza Keill, Joy McDougall, Michiyo Nagaoka, and Carol Slater

We met via Zoom. Carol called the meeting to order at 6:02 p.m.

Agenda: The agenda was approved as submitted.

Minutes: Minutes from the August 13, 2024 meeting were approved as submitted. Judy thanked Carol S. for taking and typing the minutes when she was out with her company.

Team Reports:

Financial: Kristi reviewed the August Financial report. We earned \$150 from the fair performance and \$37.50 of that was put into the Competition Fund. Kristi paid the International dues and said that member dues payments are looking good. Christmas guests will pay \$50 to cover music and other expenses.

Audit: Kristi said the audit is done. She thanked Carol S. and Amy for covering for her while she was out of town.

Music: Amy provided a written report. The fair performance went well despite the rain. The team decided to take "Angels Among Us" off the list due to difficulty level and Gayle had always sung the solo. This opens a spot for a quartet to sing. The chorus brushed up on repertoire in August and got ready for Christmas. The team changed the competition songs to "Where is the Sunshine," "Kokomo", and "Alaska Medley."

Membership: Michiyo provided and presented a written report. Membership stands at 25 members with 2 members requesting short leaves of absence. Samantha K. is listed as a prospect. We discussed letting her know she doesn't have to be on a team if she is under time constraints. Abbey said she signed up as a volunteer but can redistribute tasks at her next team meeting if Samantha wants. Joy suggested asking Samantha to be a Christmas guest instead of joining. Talia is Samantha's "chorus buddy". The team met on September 9th and got things prepared for Guest Nights in September. They discussed team goals and removed the Golden Days Parade. Joy asked Michiyo to be Shannon's "chorus buddy" and she agreed.

Guest Nights: The team discussed other options for membership events. Doing the Woman's Affair in 2025 isn't a good idea as we will be busy with competition. Amy said we didn't prepay for a booth as they wanted payment that day and we needed time to evaluate first whether the return is worth the cost. Terri said next year the Woman's Affair will be smaller as it won't be at the Carlson Center. Judy said the timing was bad because we didn't have something to immediately plug people into as we were working on the Malemute and Raven Landing performances. Kristy suggested singing at Christmas bazaars and handing out brochures. Amy said we were asked to sing at the University Women's Bazaar but she said no. It lacks a place to sing so we are always in the way, she has no room to direct the chorus, and the sound is poor. Carol said we were always well received in the past but we never tried handing out brochures. Janice said we wouldn't be able to plug any new guests in right away but we

could pass out brochures advertising our Christmas show. Terri wondered when would be a good time for a membership event as we are always working on something. Maybe we set aside dates for “Guest Experience” nights where we take time to teach newcomers what we do. We could also cultivate relationships with the North Pole High School Treble Choir and invite the seniors to join. Carol said Francis and her daughter are good resources there. Judy suggested planning guest nights a few times a year when we do our annual planning. Michiyo suggested inviting guests to sing with us at the fair. Carol suggested having a guest night in January. She felt this was something the Membership Team should discuss ideas with the Music team and come up with a plan for when and how to implement the ideas.

Production: Terri provided a written report that included the team’s updated goals. The team met on August 22nd and revised their goals.

Christmas Show: The team met again on September 5th to discuss the Christmas show. They set ticket prices and assigned tasks. They will need lots of volunteers and have a lot of people willing to help that they will ask. No one from her team knows how to work the sound system. They need more people trained on it. Carol thanked Terri for her vision and leadership skills

Over-the-ear Mic: Terri needs the owner manual of our existing system so she (with her husband’s help) can choose a mic that works with our system. Kristi suggested Googling it. Terri said she needed the model number to do that and couldn’t find it.

Visual: Janice provided a written report and her team’s goals. The costume information for the Cancer Walk was sent out. They need to decide on costuming for the competition, but for now are focusing on Christmas. She hopes to learn more about the theme so the team can make staging decisions at their next meeting in October. They plan to go through the storage area to discard old props and inventory what we have. Carol said she has the inventory list from 10 years ago. Janice said we haven’t gotten rid of much in 10 years, only the grey costumes from FLOT and the coveralls.

Communication: Kanza provided a written report. She asked us to let her know if we hear our PSA on KUAC radio. Joy said she did. Kanza thanked Carol S. for covering for her at the Production team meeting when she was sick. She uploaded music on the website but wasn’t sure “Peace On Earth” was the right one. She was missing word sheets for a couple of songs and will ask the chorus to send them to her. She asked about our membership in the Fairbanks Arts Association (FAA). Carol said she hadn’t received anything from them. Kristy said Dody brought her the mail but she hadn’t seen it either. Kanza said she got an email from them and will look at it again. Judy asked if the FAA could be a source to recruit new members. Amy said Gayle had been the FAA contact before. Carol said Gayle always sent FAA info on our guest nights and publicity for our shows.

Fundraising: Abbey Coats provided a written report. 34 letters were sent out for ad purchases and 12 letters were sent out to potential sponsors. We sold 8 ads and have two \$500 sponsors so far. We also have a \$1000 donation from Lou Davis who only asked that we dedicate our Christmas show to her late husband, Ron. She also offered to pay for the Christmas party catering at her home this year. The Management team approved dedicating the show to Ron.

The writing team and production team will need to discuss it further. Terri said she could work with Lou on what she'd like to have us do. Abbey asked who does the program design. Terri said her team will decide on this during their next meeting on October 3rd. Abbey asked what to do if a business wanted to pay with a credit card. Kristy had the bag with the credit card processing Squares and will bring them to Abbey at rehearsal so her team can have them on hand when they visit businesses. Amy said she will need to give Abbey's team a passcode every time the Square gets used (the code will come to her phone via text or email.) Abbey asked about the dates and song selections for Singing Christmas Card sales. Amy said we will decide dates tonight but the music team hasn't selected songs yet. Abbey said one of the tasks Samantha volunteered for was creating a poster for our sponsors. Abbey said her team needs ideas for IFFF in 2026. Amy said older people generally don't need more stuff so IFFF needs to be different. Judy suggested more service-type items such as oil changes, massages, etc. "adventure" items such as Riverboat tickets, and also desserts. Michiyo suggested if we don't need the money from IFFF that we focus on recruitment instead in 2026 or do a sponsor appreciation night. Terri suggested doing a virtual auction. Abbey said Monroe's auction was live and online. She liked how they had the items on a poster that said when the bidding time ended. Carol said we need to make hard decisions on what to do in 2026. Janice liked the idea of focusing on membership in 2026 and having short performances throughout the year to plug guests into. We could do a dessert night and invite guests to sing with us at it. Include sponsor recognition then. Joy said if we aren't doing an auction, tell chorus members so they know they don't need to save stuff. Carol said to discuss this next spring after our Competition. Amy asked about the free performance promised to sponsors who give at least \$500. We had talked about it at our last meeting but didn't approve the idea. Abbey said she didn't know who made the form which also promised free tickets to the sponsors and other things. Carol said we needed clearer parameters. Terri said the letter has already gone out so now we have to honor it. Abbey texted Dody who said the sponsors would expect the chorus to go to them. Carol asked Abbey to send the Management Team the letter so we know what was promised. The Music Team will need to decide what we will do to honor the commitment.

Old Business:

Standing Rules & Member Handbook Review: Carol and Janice will meet on October 4th.

Team 2024 - 25 Plans: Carol said she asked for them so she can review them to make sure goals are realistic, doable, correlate well with the other team goals, and aren't duplicative.

New Business:

Christmas Dates: We added the following dates to our calendar which Carol will edit and resend: the Pioneer Home is December 14th, Christmas Party (depending on Lou and a chorus poll) is either December 12th or 19th. The men invited us to sing with them on September 27th and December 14th. We already are committed for 12/14 and we felt it was not enough notice to be prepared to do a show by 9/27. Singing Christmas Cards will be on the 19th and the 22nd of December.

Our Future: already discussed

Other: Amy said she wants to start the process to get "I Am Woman" approved to sing at

Competition 2025. Leslie knows who to hire to get it done but didn't know how much they charged. Janice suggested checking the SET list before hiring anyone to see if it's on the list of acceptable songs. The Management team approved spending \$200 to \$300 to hire someone if needed. Kanza asked what time to put in the announcements for the bonus rehearsals at Raven Landing. Amy asked Kanza to remind her to ask the chorus during rehearsal to see if they prefer 3:30 to 5 or 4:00 to 5:30. She would like to have as many as possible be able to attend.

Adjourn: Carol adjourned the meeting at 8:05 p.m.

Next Meeting – 10/8/24 at 6:00 PM

Minutes respectfully submitted by Judy Dellinger, Secretary.