

## **Fairbanks Frontier Chorus Management Team Meeting**

**October 14, 2025**

**Attendees:** Terri Beach, Janice Cleworth, Abbey Coats, Judy Dellinger, Joy McDougall, and Carol Slater.

We met via Zoom. Carol called the meeting to order at 6:04 p.m.

**Agenda:** The agenda was amended to add discussion of the Pioneer Park 2026 receipt to New Business, Item B.

**Minutes:** The minutes from the September 9, 2025 meeting were approved as submitted.

### **Team Reports:**

**Financial:** Judy presented the financial report for September 2025 for Kristi, who was absent. It was asked whether the Kroger rebate belongs in the Club account. Carol said she will check on that. The report was approved pending whether the Club account is correct. It was explained that the CD was not purchased as was discussed during the September Management Team meeting because New Vision Credit Union required too much information.

**Budget:** The 2025-26 annual budget had blue font that was unreadable. Budget approval was tabled for the November meeting.

**Music:** Carol presented the report for Amy, who was absent. In September, the chorus began preparing for Christmas. The quartet recorded and sent music to Kanza that was needed for the website. The chorus sang for the Breast Cancer Walk. It was noted that there were fewer walkers this year. The Writing Team is working on the dialogue for the Christmas show.

**Communication:** Carol presented the report for Kanza, who was absent. Kanza added the Christmas sheet music and audio tracks to the website and will add the audio tracks for "Birthday of a King" per request from Terri to help her quartet learn their parts. Kanza priced the cost of an ad package on iHeart Media, and its purchase was approved during the 10/2 Production Team meeting. This includes a live interview and (57) 30-second spots over 2 weeks for \$603. Carol said she checked into the use of copyrighted music. Short segments that do not include the song title are allowable. The chorus has done this before. Kanza will ask the music team to select some pieces for the ad to include a voice-over with our show info. Volunteers will be needed to put 4000 stickers onto Bucko cups once they are printed. Kristi is designing the sticker. The cost is \$400 to Buckos, plus about \$140 for the stickers. Kanza put the Christmas show on the website and will add the poster when it is done. Terri said she thinks KUAC does interviews as well as promo spots. Abbey thought Bucko did the printing of the stickers. Carol said Shannon checked into it and found it was not the case. Judy asked about deadlines. Carol said the printing will take about 2 weeks. Terri said we need to have the stickers on the cups and to Buckos by November 26<sup>th</sup> so we will need them by mid-November. Carol will ask Kristy if she needs to delegate this to someone else since she is currently out of town. Carol will check with the printer to make sure they're done in time before placing the order.

**Fundraising:** Abbey provided a written report. The team met on 10/1. Dody returned some items, including the Squares. Abbey met with Carol Ann Varner and her son, Marcus, on 10/8,

where Marcus showed them how to use the Adobe InDesign program. Abbey purchased three months' use of the software for \$103.47. The monthly cycle ends on the 25th, so we will need to cancel by 11/26. We have 3 new ad purchases, which brings the total to 15 ads for \$3350.

**Visual:** Janice provided a written report, which included costume information for each half of the show. People not wearing chorus shoes will need to get approval. Her team met on 10/10 and toured the theatre at West Valley. The dressing rooms are only big enough to store our stuff. The chorus will need to dress in the band room, which Terri is checking into adding to our contract. Terri said we can't get into the school until after 3:00. Janice said the podium can't be on the apron, so we will need to have the emcee come out on stage without a podium. Jim Matherly is the emcee and will need a lapel mic. The team redesigned the red sequin tops, and these are being worked on. Stephanie Kramer returned her costumes. Terri suggested purchasing battery-operated lights for the apron on Amazon. Kristi is looking at local vendors as well as on Amazon. These are needed to avoid electric cords crossing the steps. Carol suggested getting lights that will also work for the Pioneer Park stage. Joy asked about stage access. Janice said the hall has a door that connects right onto the stage, so no stairs to navigate. There are ramps to access the theatre. The team is working on stage décor ideas.

**Membership:** Joy provided a written report. We have 22 chorus members, counting Amy. Guests Carol and Julie dropped out. The Christmas party will be at Lou's and catered by the Cookie Jar. Lou generously offered to pay for the caterer. The Afterglow will be at Bahn Thai. Janice asked if Madison is still going to sing. If so, she needs to be fitted for costumes.

**Production:** Terri provided a written report. Her team met on 9/16 and 10/2. They explored options for venues and are getting a contract worked out with West Valley High School to use the DeWild theatre. Our mics will work with their sound equipment. She priced the transmitter and receiver equipment needed for an additional over-the-ear mic at \$365.99. We have a lapel mic and a handheld mic, but both require users to speak directly into them for their voices to be picked up. The Production Team budget is only \$200. The Management Team approved the purchase and will ask Kristi to increase the size of the budget. Terri said she has seven teens coming to help put up the shell for a donation to their trip to Italy. She will ask the school if we can leave the shell there until Monday when Sourdough normally it picks up. The FNSBSD Stage Manager, Deidre Seegers, is checking to see if we can do that and is also checking on chairs, tables, and coat racks. Ticket prices remain the same as last year: \$20/adults; \$15/military & college students; \$10 seniors & ages 5-16; free to ages under 5. Alyssa Bloom-Keill will be our House Manager again. Kristi is designing the poster. The show theme is "Christmas For All Ages," and Greatland Sounds and the North Pole Choir will perform with us. Someone from the FNSBSD will be onsite at all times to assist if needed.

### **Old Business:**

**IFFF April 11:** The IFFF team came up with theme ideas to present to the Music Team who preferred the "Show Tune" theme. A venue and caterer is needed. The Music Team was against the idea of the chorus providing the food and requested to not allow the caterer to serve food while we are singing. It was decided to intersperse songs throughout the night. Winning dessert auction bidders often share their desserts with their table. There will be door prizes and attendees can "earn" points for additional door prize tickets throughout the event. Instead of "stuff", there will be activities to bid on.

## **New Business:**

- A) Gayles Alaska Airlines Miles:** Amy was allowed to use 60,000 of Gayles miles to go Anchorage to observe the Anchorage chorus final rehearsal before they go to compete at the International Competition. This leaves 97,000 miles that we have two years to use.
- B) Pioneer Park Receipt for 2026:** Carol reserved the theatre for December 1-5, 2026 and the dressing rooms for December 3-5. She went to check on things and learned they booked us on September 19<sup>th</sup> and 20<sup>th</sup>! This was fixed and the cost is \$800. Terri asked if that includes use of chairs, the piano, etc. Carol will check but these were always included before. Carol asked the FNSB if we should pay it now and was told we can if we want though its not necessary. Janice suggested paying a deposit. Terri asked if we can trust the FNSB given the past snafoos. Carol said it was because we didn't have a balance on their books that we "disappeared" from their reservation records when they moved over to the new software. Judy asked if we had paid for 2025 already. Carol said no, and that the men used to make the reservations and our chorus paid the FNSB. We no longer have to pay the FNSB a percentage of our ticket sales. The Management Team was fine with pre-paying the FNSB as long as we get a receipt.

**Adjourn:** Carol adjourned the meeting at 7:34 p.m.

**Next Meeting – 11/4/2025 at 6:00 PM (moved from the 11<sup>th</sup> as Terri won't be here.)** Abbey can't be here on the 4<sup>th</sup>. Carol asked Abbey to ask Carol Ann Varner to sit in for her.

Minutes respectfully submitted by Judy Dellinger, Secretary.