

HOLLAND CHORALE
BOARD OF DIRECTORS MEETING

MAY 14, 2018

LINKS CLUBHOUSE

PRESENT: Mihai Craioveanu (VP), Phil Konczyk, Sally Zenas (Sec.), Jean Lemmenes, Ruth Hofmeyer, Carol Bechtel (Pres.), Doug Wachter, Pam Pierson, Brian Carder, Liz Colburn, Jean Lemmenes, Jennifer Brunk (Staff/Operations Manager)

ABSENT: Julie Anderson (Treas.), Carol Zeh, Pam Wells, Que-Lan Engels, Patrick Coyle (Staff/Artistic Director)

CALL TO ORDER: President Carol Bechtel called the meeting to order at 7:01 pm.

Carol welcomed new board member, Jean Lemmenes. Jean is a member of the Holland Chorale and has agreed to serve on the Artistic Committee.

MINUTES APRIL 9, 2018: The minutes of the April meeting had two spelling errors. Motion made and seconded to accept them as corrected. Motion passed unanimously. Beginning this month, financial and Operations Manager reports will not be included as attachments with the minutes sent to board members following the monthly meetings. Those reports will be posted directly on the Board Only page of the website by the Treasurer and Operations Manager.

EXECUTIVE COMMITTEE REPORT

-Ticket Prices 2018/2019 Season: Ticket prices will be \$20 for adults, \$5 for students 18 and over, and children under 18 can attend concerts for free. Two Season Ticket options will be available: 3 concerts for \$45 or 4 concerts including Tulip Time for \$70.

-Season Brochure –The 2018 – 2019 season brochure is being printed now and will be available for distribution at the Grand Night for Singing fundraiser later this month.

-Election of Officers - A **motion** was made and seconded to elect the following officers for the fiscal year beginning July 1, 2018: Pam Wells, President; Mihai Craioveanu, Vice President; Sally Zenas, Secretary; Julie Anderson, Treasurer. Motion passed unanimously. Ruth Hofmyer will no longer be on the HC BOD because she will be completing two consecutive three year terms in June 2018. Liz Colburn's first three year term expires in June 2018.

-Patrick's Sabbatical: On behalf of the Executive Committee, Carol presented a sabbatical proposal from Patrick Coyle, Artistic Director, stating that his full time job at Park Church requires him to take a sabbatical leave every 5 years. He plans to be away from January 1 – March 2019. His proposal addressed concert planning, guest conductors, rehearsal schedule and financial compensation and availability. A motion was made and seconded to accept Patrick's sabbatical proposal with the following provisions: 1) Executive Committee approval of

the guest conductor, 2) Patrick will give a post-sabbatical report to the board, 3) There will be a post- sabbatical evaluation with the Executive Committee and, 4) The Operations Committee will conduct a post- sabbatical evaluation by the Holland Chorale membership. Motion passed unanimously.

-Annual Meeting of Chorale Membership: The by-laws require that a meeting of the membership be held annually, and it has fallen by the wayside the last few years. Jennifer suggested this meeting be held in the fall to build a sense of connection, community and cohesiveness among members. The date is to be determined by the Operations Committee and the Director. A motion was made and seconded that the Annual Membership Meeting to be held in the Fall beginning 2018. Motion passed unanimously

TREASURER'S REPORT: In Julie's absence, Jennifer reported that they are now up and running with Quickbooks online enabling Julie and Jennifer to work together via computer. All bills are currently being paid on time and there is a balance of \$6,531.40 in the checking account. The full financial report is on the website board page.

OPERATIONS MANAGER'S REPORT: Jennifer is working an average of 20 hrs./week. She expects this to continue through the end of May. She anticipates the number of hours will drop to 10 hrs./ week during June, and possibly less during the months of July and August. The lease with Midtown has been terminated and Chorale members are in the process of moving the music library to a larger area in the basement. Complete report is posted on the website board page.

WORKING BOARD UPDATES

-ARTISTIC COMMITTEE: There was general agreement that the Tulip Time concert went well and members liked partnering with the SCA. Pam Pierson reported that Adventures in Harmony 2018 will be Oct. 3 at Zeeland East High School. The guest conductor will be Dr. Gabriela Hristova from the University of Michigan. Area music teachers have been contacted.

-OPERATIONS COMMITTEE: No report. A new Committee Chair is needed to replace Pam Wells when she begins her term as president.

-DEVELOPMENT COMMITTEE: In Que-Lan's absence, there was no report.

-AD SALES: Brian reported no significant recent activity.

-INDIVIDUAL FUNDRAISING: No report.

-COMMUNICATIONS/MARKETING: Phil asked to be removed from his position working with Carol Zeh on Communications/Marketing. Carol Z. needs another board member to work with her for the 2018 – 2019 season. Phil will Chair and develop a new committee entitled

Organizational Health which will hopefully move us from an organization that puts out fires on a regular basis, to one with a focus on future planning.

-GRANTS: Pam Pierson reported that we have received a grant in the amount of \$1,400 from Holland Charter Township and she has not heard from Park Township. Jennifer and Pam attended a MCACA Grant workshop and they are working on the 2019 application which is due June 1. To do this well, well documented activities with photos, video and audio are needed, along with a 5 Year strategic plan for the organization. Phil offered to edit existing video for this application. The HC Website needs professional help. Pam stated that the MCACA grant is the gold standard for the arts, and foundations want to steer good organizations. There were many HC members who volunteered for the State MSVA Chorale Festival.

-SPECIAL EVENTS

1. **Grand Night for Singing:** Carol B. reported that plans well under way. There are three ways for board members to contribute to this major fundraising event: 1) Host a table, 2) Buy individual tickets or 3) Contribute to the matching fund pot.

2. **Fall Fundraiser:** Que-Lan has put a committee together and has a theme. There will be a Silent Auction. A Co-Chair is needed.

-TICKETS: Sally reported no activity this month. Ruth has been taking phone reservations for Grand Night for Singing.

-MAILING LIST -Ruth is keeping track of contact information of people attending Grand Night for Singing.

-GOOD WILL AMBASSADOR: All agreed that Brian should express sincere appreciation from the BOD to all who are making the library move happen.

- INTERNS: Liz posted a request for interns at all colleges but received no responses. She expects a better response in the fall.

NEW WORKING BOARD POSITION:

-ORGANIZATIONAL HEALTH: Phil Konczyk, Chair. The focus of this concept will be on long term planning and general organizational health. Phil will gather materials and put together a committee if needed.

HC POSITIONS THAT NEED TO BE FILLED for the 2018 – 2019 SEASON:

1. Sponsorship Team Chair
2. Development Committee Co-Chair
3. Development Committee members
4. Facilities Coordinator
5. Operations Committee Chair to replace Pam Wells.

OTHER COMMENTS:

1. Jean Lemmenes commented that the Holland Chorale membership used to be more social. They did things that built community. It was agreed that good singing requires being emotionally engaged. What is the heart and soul of the Holland Chorale?
2. Jennifer suggested meetings of small groups consisting of both board members and singers to promote better communication and rapport.

Meeting Adjourned at 8:55 pm.

Sally Zenas, Secretary

Next EC Meeting: May 21, 2018 at 6:30 pm – 1273 Prestwick

Next Board Meeting: June 4, 2018 at 7:00 (Social time 6:45 – 7:00) – Links Clubhouse

*****The budget must be approved at this meeting and meeting dates set for the coming year*****

Refreshments: Ruth and Sally

Next Event: Grand Night for Singing: May 24, 2018 at 6:00 pm – Baker Lofts

Next Concert: Adventures in Harmony (Women's Edition) Wednesday Oct. 3, 2018 – Zeeland HS – 7:00 pm